



## **CITY OF ROLLINGWOOD CITY COUNCIL MEETING AGENDA**

**Wednesday, July 17, 2024**

Notice is hereby given that the City Council of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on July 17, 2024 at 6:00 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=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

**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 [mrodriguez@rollingwoodtx.gov](mailto:mrodriguez@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 BUDGET WORKSHOP AND REGULAR CITY COUNCIL MEETING TO ORDER**

1. Roll Call

### **BUDGET WORKSHOP**

2. Update and discussion on the FY 2024-2025 Budget

### **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.

**PRESENTATIONS**

- [3.](#) Presentation, discussion and possible action on a Long-Term Pavement Priorities Plan prepared by WSB
- [4.](#) Presentation and discussion on the Quarterly Investment Report for the 3rd Quarter
- [5.](#) Presentation and discussion on the Budget Review for the 3rd Quarter

**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.

- [6.](#) Discussion and possible action on an ordinance regarding the City of Rollingwood's Texas Municipal Retirement System benefits authorizing actuarially determined city contribution rate payments
- [7.](#) Discussion and possible action on an Interlocal Agreement for Cyber Liability and Data Breach Response Coverage between the City of Rollingwood and the Texas Municipal League Intergovernmental Risk Pool
- [8.](#) Discussion and possible action the first renewal of the Interlocal Agreement between the City of Rollingwood and the City of Austin for Public Health Services
- [9.](#) Discussion and possible action on the 2024 Joint Election Agreement with Travis County
- [10.](#) Discussion and possible action on the 2024 Election Services Agreement with Travis County
- [11.](#) Discussion and possible action on the minutes from the June 12, 2024 City Council meeting

**REGULAR AGENDA**

- [12.](#) Update and discussion regarding the Electronic Meter Project
- [13.](#) Update and discussion regarding Water CIP Packages 1-4 and the Nixon/Pleasant and Hubbard/Hatley/Pickwick Drainage Projects
- [14.](#) Discussion and possible action on a request to change the address of 4717 Timberline Drive to 503 Inwood Road
- [15.](#) Update, discussion and possible action regarding proposals and additional information related to park drainage from K. Friese and Associates, Innovative Water Solutions and Maas Verde Landscape Restoration
- [16.](#) Discussion and possible action to authorize the Mayor to execute an agreement with ABIP, PC for professional auditing services for the fiscal year ending September 30, 2024 with an option for four, one-year extensions

- [17.](#) Discussion and possible action on an ordinance calling the General Election to elect two (2) Council Members and a Mayor on the General Election date of November 5, 2024
- [18.](#) Discussion and possible action on an ordinance amending Section 18-56 of the City's Code of Ordinances regarding the regulation of outdoor pickleball play
- [19.](#) Discussion and possible action on CRCRC Building Height recommendations
- [20.](#) Discussion and possible action on CRCRC Residential Landscape and Tree Canopy Management recommendations
21. Discussion and possible action on the timeline for CRCRC recommendations and work completion
22. Discussion and possible action regarding recommended capital improvement projects from the Park Commission
- [23.](#) Discussion and possible action on a draft amendment to the city's Code of Ordinances regarding right-of-way encroachments
- [24.](#) Discussion and possible action to make appointments to the Board of Adjustment
25. Update on the status of the Rollingwood Trademark Applications

## **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.

- [26.](#) City Administrator's Report
- [27.](#) Chief of Police Report
- [28.](#) Municipal Court Report
- [29.](#) City Financials for June 2024 - Fiscal Year 2023-2024
- [30.](#) RCDC Financials for June 2024 - Fiscal Year 2023-2024
- [31.](#) Contract Invoices - Crossroads Utility Services, Water and Wastewater Service, K. Friese + Associates, City Engineer
- [32.](#) Crossroads Utility Services Report on Water and Wastewater
- [33.](#) City Engineer Report - K. Friese + Associates
- [34.](#) Texas Central Appraisal District and Tax Assessor - Notices, Letters, Documents
- [35.](#) Texas Gas Services - Notices, Letters, 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](http://www.rollingwoodtx.gov) at 5:00 p.m. on Friday, July 12, 2024.

*Ashley Wayman*

Ashley Wayman, City Administrator

#### NOTICE -

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

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

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

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Budget Workshop

**July 17, 2024 Budget Workshop**

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

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

The virtual budget “binder” will be updated throughout the budget process and can be found on our city website here: <https://www.rollingwoodtx.gov/finance/page/fy-2024-2025-budget-binder>

**Attachments:**

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

**August 21, 2024 Budget Workshop**

At next month’s workshop we will be covering:

- Impact of tax rates
- Review Exceptional Items
- Final Revenue Projections and Estimated Beginning Balances

Date: June 2024  
 Fund Name and Number: General Fund - 100  
 Dept Name and Number: Admin - 10

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 105,283	\$ 107,936	\$ 111,547	\$ 117,160	5%	
5002	Holiday Compensation	\$ 5,000	\$ 5,000	\$ 7,000	\$ 7,500	7%	
5007	Stipends/Certifications			\$ 4,270	\$ 4,500	5%	
5009	Retirement Payout Reserve	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	0%	Based on future retirement eligibility; rolls to fund balance at EOY
5010	Training/Team Building	\$ 8,000	\$ 10,000	\$ 10,000	\$ 12,000	20%	
5020	Health Insurance	\$ 8,054	\$ 11,900	\$ 9,200	\$ 9,600	4%	Actual
5030	Workers Comp. Insurance	\$ 1,500	\$ 3,000	\$ 3,000	\$ 2,800	-7%	Actual
5035	Social Security/Medic. Tax	\$ 9,202	\$ 8,257	\$ 9,396	\$ 9,881	5%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 294	\$ 100	\$ 110	\$ 141	28%	Actual
5050	TMRS Exp.	\$ 14,434	\$ 12,952	\$ 15,966	\$ 17,114	7%	13.25% of salary related line items
5116	Storm-Related Payroll	\$ 10,000	\$ -	\$ -	\$ -		
<b>Total Personnel Expenses</b>		<b>\$ 171,767</b>	<b>\$ 174,145</b>	<b>\$ 185,489</b>	<b>\$ 195,695</b>	<b>6%</b>	
5101	Fax Copier	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0%	Based on Use
5103	Printing and Reproduction	\$ 1,000	\$ 3,000	\$ 3,000	\$ 2,000	-33%	Based on Use
5110	Postage	\$ 1,200	\$ 2,000	\$ 2,000	\$ 1,500	-25%	Lease = \$500/quarter, Admin paying 25% plus postage
5120	Subscriptions and Membership	\$ 4,700	\$ 5,000	\$ 5,000	\$ 5,000	0%	Based on Use
5125	Travel	\$ 2,000	\$ 3,000	\$ 3,000	\$ 4,500	50%	
5140	Telephone	\$ 3,000	\$ 3,500	\$ 2,500	\$ 6,031	141%	Updated Phone Breakdown: Desk Phones: \$1,600 Cell Phones: \$4,431
5157	Records Management	\$ 3,000	\$ 3,000	\$ 4,000	\$ 6,500	63%	Record Storage Rates have increased (Storage \$422/mo.) + add'l for old record destruction
5158	Office Supplies	\$ 8,000	\$ 6,000	\$ 7,000	\$ 6,000	-14%	Based on Use
5198	Maintenance & Supplies - Janitorial	\$ 4,560	\$ 6,000	\$ 6,000	\$ 6,000	0%	Split Janitorial Contract with 100-55 Fieldhouse Maintenance/ Janitorial
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 29,960</b>	<b>\$ 34,000</b>	<b>\$ 35,000</b>	<b>\$ 40,031</b>	<b>14%</b>	
5210	Legal Services	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	0%	
5211	Legal Services - TPIA	\$ 7,500	\$ 7,500	\$ 7,500	\$ 5,500	-27%	For processing Public Information Requests
5214	Emergency Notification System	\$ 2,400	\$ 2,400	\$ 1,500	\$ 1,500	0%	Rave
5217	Payroll Services	\$ 4,500	\$ 5,000	\$ 6,000	\$ 9,000	50%	Costs increasing
5226	Drug Testing	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5227	Bilingual Assessments	\$ -	\$ -	\$ 200	\$ 200	0%	
5230	Audit	\$ 20,000	\$ 20,000	\$ 20,000	\$ 22,000	10%	
5231	Health Fee/Travis County	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	Actual
5236	Communication and Outreach	\$ 20,000	\$ 15,000	\$ 5,000	\$ 5,000	0%	22-23 Bond Election, 23-24 CRCRC survey/Buie costs.
5237	Tax Assessment/Collection	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0%	Actual - Pay County for collecting taxes
5240	Insurance - Prop & Gen Liab.	\$ 8,500	\$ 10,650	\$ 14,000	\$ 15,400	10%	Actual
5250	Insurance - Official Liability	\$ 5,200	\$ 4,000	\$ 5,300	\$ 5,900	11%	Actual
5258	ACL Event	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	0%	Actual
5260	Appraisal District - Travis County	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,400	54%	Pay Appraisal district to appraise taxable values. Current \$3,844/qtr.
5270	Engineering Services	\$ 2,000	\$ 20,000	\$ 25,000	\$ 20,000	-20%	Based on Use
<b>Total Contractual Services</b>		<b>\$ 184,700</b>	<b>\$ 199,150</b>	<b>\$ 199,100</b>	<b>\$ 204,500</b>	<b>3%</b>	
5300	Computer Software/Support	\$ 40,000	\$ 50,000	\$ 50,000	\$ 30,000	-40%	Univista IT Contract (4,740/mo.) Internet Service (~800/mo.) - Office Licenses (~478/mo.) Admin paying 25% + Incode ongoing costs and additional licenses + Adobe Licenses (100% Admin)

5301	Public Meeting Technology	\$ 14,000	\$ 14,000	\$ 14,000	\$ 11,000	-21%	Civic Plus (\$6,200 annual meetings subscription and video timestamping ) + Zoom ( Annual \$300 + \$160/mo) = \$8,420 Remaining ~\$3,000 is for any repairs/upgrades to streaming/Microphones + Potential Exceptional Item
5302	Website and Digital Codification	\$ 5,500	\$ 5,500	\$ 14,000	\$ 12,000	-14%	Codification (\$1140 per year) + Supplements Per Page \$20 ( ~\$3000 Per Year) + Website Cost of \$4,882) Budgeting additional in codification costs for codification of residential code recommendations. (~\$3,000)
5309	Incode Software	\$ 15,000	\$ 5,000	\$ 5,000	\$ -	-100%	Was Randy and Initial Licences/training - Line Item no longer needed.
5311	IT Services - TPIA	\$ 1,200	\$ 2,000	\$ 2,000	\$ 1,500	-25%	For PIR email search compliance
5325	Election Services	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,500	-25%	
5330	Election Public Notices	\$ 1,000	\$ 1,000	\$ 2,000	\$ 1,800	-10%	Prices increasing with AAS, Last year bond election notice ~\$12,000
5331	Advertising	\$ 1,000	\$ 2,000	\$ 2,000	\$ 3,500	75%	Based on use - Austin American Statesman for notices
5340	Miscellaneous	\$ -	\$ -	\$ -	\$ -		
5341	Zilker Clubhouse	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	0%	
5342	Oak Wilt Treatment & Prevention	\$ -	\$ 30,000	\$ -	\$ -		Previous Exceptional Item for potential carryover
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 81,050</b>	<b>\$ 112,850</b>	<b>\$ 92,350</b>	<b>\$ 62,650</b>	<b>-32%</b>	
5413	Furniture	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5414	Computers	\$ 1,000	\$ 1,000	\$ 2,000	\$ 1,000	-50%	
<b>Total Capital Outlays</b>		<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 3,000</b>	<b>\$ 2,000</b>	<b>-33%</b>	
5525	4B Sales Tax Allocation	\$ 150,000	\$ 200,000	\$ 150,000	\$ 150,000	0%	Based on Actual
<b>Total Non-Departmental Expendiures</b>		<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 619,477</b>	<b>\$ 722,145</b>	<b>\$ 664,939</b>	<b>\$ 654,876</b>	<b>-2%</b>	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5007 - Stipends	TBD      Mileage Stipend	
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 654,876  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 654,876**  
 \$ (10,062)  
 -2%

Date: June 2024  
 Fund Name and Number: 100-General Fund  
 Dept Name and Number: 15 - Dev. Services

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 89,006	\$ 91,915	\$ 82,668	\$ 83,830	1%	
5007	Stipends/Certifications			\$ 1,647	\$ 2,000	21%	
5010	Training	\$ 3,000	\$ 2,000	\$ 2,000	\$ 1,000	-50%	
5020	Health Insurance	\$ 9,575	\$ 9,300	\$ 9,600	\$ 11,000	15%	Actual
5030	Workers Comp. Insurance	\$ 950	\$ 950	\$ 950	\$ 900	-5%	Actual
5035	Social Security/Medic. Tax	\$ 6,809	\$ 7,031	\$ 6,450	\$ 6,566	2%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 339	\$ 113	\$ 90	\$ 123	37%	Actual
5050	TMRS Exp.	\$ 10,681	\$ 11,030	\$ 10,961	\$ 11,372	4%	13.25% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 120,360</b>	<b>\$ 122,339</b>	<b>\$ 114,366</b>	<b>\$ 116,791</b>	<b>2%</b>	
5101	Fax / Copier	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5103	Printing & Reproduction	\$ 100	\$ 350	\$ 2,400	\$ 2,400	0%	
5110	Postage	\$ 500	\$ 700	\$ 2,100	\$ 500	-76%	
5120	Subscriptions & Memberships	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5125	Travel	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5140	Telephone	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,100	10%	Updated Phone Breakdown
5158	Office Supplies	\$ 100	\$ 200	\$ 200	\$ 200	0%	
5180	Signs and Barricades	\$ 800	\$ 800	\$ 600	\$ 200	-67%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 4,100</b>	<b>\$ 4,650</b>	<b>\$ 7,900</b>	<b>\$ 6,000</b>	<b>-24%</b>	
5200	Building Inspection Services	\$ 50,000	\$ 40,000	\$ 35,000	\$ 35,000	0%	ATS
5210	Legal Services	\$ 6,500	\$ 6,500	\$ 8,000	\$ 8,000	0%	And Planning Services (Bryce DNRBZ)
5251	Building Plan Review	\$ 15,000	\$ 10,000	\$ 10,000	\$ 13,000	30%	ATS
5252	Zoning Review	\$ 20,000	\$ 20,000	\$ 50,000	\$ 40,000	-20%	Streamlined KFA Zoning Review process
5253	Arborist Consultation	\$ 500	\$ 2,500	\$ 1,500	\$ 1,000	-33%	
5254	ROW Permit Review	\$ -	\$ -	\$ -			New Line Item: Tracking ROW Reviews
5257	My Permit Now	\$ -	\$ 6,000	\$ 3,600	\$ 1,500	-58%	Monthly subscription Reduced for actual costs
5270	Engineering Services	\$ 7,000	\$ 7,000	\$ 15,000	\$ 15,000	0%	KFA Development related coordination
5272	Professional Consultation	\$ -	\$ -	\$ 35,000	\$ 25,000	-29%	
5273	Elevation and Height Verification	\$ -	\$ -	\$ 20,000	\$ 10,000	-50%	
5274	Survey Benchmark Network M&O	\$ -	\$ -	\$ 25,000	\$ 5,000	-80%	Any continued maintenance or updates to Survey Benchmark Network
<b>Total Contractual Services</b>		<b>\$ 99,000</b>	<b>\$ 92,000</b>	<b>\$ 203,100</b>	<b>\$ 153,500</b>	<b>-24%</b>	
5300	Computer Software/Support	\$ 2,000	\$ 4,000	\$ 2,000	\$ 3,650	83%	
5331	Advertising	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 3,000</b>	<b>\$ 5,000</b>	<b>\$ 3,000</b>	<b>\$ 4,650</b>	<b>55%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 226,460</b>	<b>\$ 223,989</b>	<b>\$ 328,366</b>	<b>\$ 280,941</b>	<b>-14%</b>	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5007 - Stipends	TBD	Mileage Stipend
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 280,941  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 280,941**



\$ (47,425)  
-14%

Date: June 2024  
 Fund Name and Number: 100 - General Fund  
 Dept Name and Number: 20 - Sanitation

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5286	Spring Clean-Up	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5287	Storm Debris and Clean Up	\$ 3,000	\$ 15,000	\$ 7,500	\$ 7,500	0%	22-23 Budget Amendment for Winter Storm Mara
5288	Landscape Remediation	\$ -	\$ 10,000	\$ 5,000	\$ 10,000	100%	22-23 Budget Amendmend to add this line item, clean up from Winter Storm Mara, added \$5,000 for ongoing landscape remediation
<b>Total Contractual Services</b>		<b>\$ 4,000</b>	<b>\$ 26,000</b>	<b>\$ 13,500</b>	<b>\$ 18,500</b>	<b>37%</b>	
5370	Waste & Disposal Service	\$ 125,000	\$ 144,000	\$ 144,000	\$ 160,000	11%	Recent increase
<b>Total Miscellaneous Expenditures</b>		<b>\$ 125,000</b>	<b>\$ 144,000</b>	<b>\$ 144,000</b>	<b>\$ 160,000</b>	<b>11%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 129,000</b>	<b>\$ 170,000</b>	<b>\$ 157,500</b>	<b>\$ 178,500</b>	<b>13%</b>	

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested: \$0</b>		

Total Budget Allocation Requested: \$ 178,500  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 178,500**

\$ 21,000  
 13%

Date: June 2024  
 Fund Name and Number: 100-General Fund  
 Dept Name and Number: 25 - Utility Billing

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 89,006	\$ 79,040	\$ 72,400	\$ 73,730	2%	
5007	Stipends/Certifications			\$ 600	\$ 800	33%	
5010	Training	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	0%	
5020	Health Insurance	\$ 9,422	\$ 9,422	\$ 10,100	\$ 10,500	4%	Actual
5030	Workers Comp. Insurance	\$ 950	\$ 950	\$ 950	\$ 900	-5%	Actual
5035	Social Security/Medic. Tax	\$ 6,809	\$ 6,047	\$ 5,585	\$ 5,702	2%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 152	\$ 113	\$ 90	\$ 117	30%	Actual
5050	TMRS Exp.	\$ 10,681	\$ 9,485	\$ 9,490	\$ 9,875	4%	13.25% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 118,020</b>	<b>\$ 106,056</b>	<b>\$ 100,715</b>	<b>\$ 103,124</b>	<b>2%</b>	
5101	Fax / Copier	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5103	Printing & Reproduction	\$ 4,000	\$ 4,000	\$ 3,500	\$ 3,500	0%	\$1,600 Envelopes, \$1,340 Bill Shells
5110	Postage	\$ 2,500	\$ 2,500	\$ 5,500	\$ 5,000	-9%	\$4,200 Postage, \$1,282 Lease
5120	Subscriptions & Memberships	\$ 500	\$ 500	\$ 250	\$ 250	0%	
5125	Travel	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5140	Telephone	\$ 750	\$ 750	\$ 500	\$ 1,100	120%	Updated phone breakdown
5158	Office Supplies	\$ 300	\$ 600	\$ 400	\$ 400	0%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 8,650</b>	<b>\$ 8,950</b>	<b>\$ 10,750</b>	<b>\$ 10,850</b>	<b>1%</b>	
5202	T Tech Fees	\$ 200	\$ 200	\$ -			Not Using
5210	Legal Services	\$ 500	\$ 500	\$ -			Not Using
<b>Total Contractual Services</b>		<b>\$ 700</b>	<b>\$ 700</b>	<b>\$ -</b>	<b>\$ -</b>		
5300	Computer Software/Support	\$ 15,000	\$ 15,000	\$ 12,000	\$ 15,000	25%	Incode Actual \$4651.98 + Univista - \$3,650/ \$7,385.00 Badger Annual chg / \$550.00 Tyler Annual Maint.
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 12,000</b>	<b>\$ 15,000</b>	<b>25%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 142,370</b>	<b>\$ 130,706</b>	<b>\$ 123,465</b>	<b>\$ 128,974</b>	<b>4%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5007 - Stipends	TBD	Mileage Stipend
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 128,974  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 128,974**

\$ 5,509  
 4%

Date: June 2024  
 Fund Name and Number: 100 General Fund  
 Dept Name and Number: 30 - Streets

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 53,528	\$ 56,819	\$ 58,963	\$ 60,600	3%	
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ 180	\$ 1,000	456%	Planned overtime is estimated for city events (July 4, ACL, Spring Clean Up, NNO, Halloween). Any above is emergency OT.
5007	Stipends/Certifications	\$ -	\$ -	\$ 3,487	\$ 3,800	9%	
5010	Training	\$ -	\$ 1,000	\$ 2,000	\$ 1,900	-5%	CSI Training for 2 operators
5020	Health Insurance	\$ 4,996	\$ 7,765	\$ 6,100	\$ 5,300	-13%	Actual
5030	Workers Comp. Insurance	\$ 700	\$ 1,400	\$ 1,400	\$ 1,300	-7%	Actual
5035	Social Security/Medicare Tax	\$ 4,095	\$ 4,347	\$ 4,791	\$ 5,003	4%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 181	\$ 81	\$ 70	\$ 82	17%	Actual
5050	TX Mun. Retire. System Exp.	\$ 6,423	\$ 6,818	\$ 8,142	\$ 8,666	6%	13.25% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 69,924</b>	<b>\$ 78,230</b>	<b>\$ 85,133</b>	<b>\$ 87,651</b>	<b>3%</b>	
5125	Travel			\$ 1,500	\$ 1,400	-7%	
5130	Utilities	\$ 2,000	\$ 2,200	\$ 2,400	\$ 2,400	0%	Actual - Austin Energy Street Lights
5140	Telephone	\$ 500	\$ 1,000	\$ 300	\$ 400	33%	Prorated between departments
5145	Uniforms & Accessories	\$ 1,000	\$ 1,500	\$ 1,000	\$ 1,000	0%	
5161	Tree Trimming Services	\$ 1,500	\$ 21,500	\$ 25,000	\$ 25,000	0%	Tree Trimming for ROWs
5162	Street Sweeping	\$ -	\$ -	\$ 10,000	\$ 8,500	-15%	Sweeping in house
5164	Equipment Maintenance & Repairs			\$ 2,500	\$ 2,500	0%	
5171	Equipment Purchase	\$ -	\$ 15,000	\$ 4,000	\$ 4,000	0%	
5172	Safety Equipment			\$ 375	\$ 375	0%	
5180	Signs & Barricades	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,000	-20%	Barricades for events and traffic, many street signs need replacing.
5181	Equipment Rental	\$ 1,000	\$ 5,000	\$ 4,000	\$ 4,000	0%	Storm drainage maintenance. Help minimize flooding in city
5190	Materials	\$ 1,000	\$ 2,500	\$ 2,500	\$ 2,500	0%	Paint, stopbars and road markings
5195	Vehicle Operations (Fuel)	\$ 3,500	\$ 4,000	\$ 2,000	\$ 2,000	0%	
5196	Vehicle Maintenance & Repairs	\$ 500	\$ 750	\$ 1,000	\$ 1,000	0%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 13,500</b>	<b>\$ 55,950</b>	<b>\$ 59,075</b>	<b>\$ 57,075</b>	<b>-3%</b>	
5255	Vehicle Insurance	\$ 600	\$ 250	\$ 270	\$ 250	-7%	Actual
5270	Engineering Services	\$ 3,000	\$ 23,000	\$ 3,000	\$ 3,000	0%	Additional \$20,000 for Pavement Condition Assessment (2022-2023)
5276	Paying Agent Fees	\$ 200	\$ 200	\$ 200	\$ 200	0%	
<b>Total Contractual Services</b>		<b>\$ 3,800</b>	<b>\$ 23,450</b>	<b>\$ 3,470</b>	<b>\$ 3,450</b>	<b>-1%</b>	
5350	Tools	\$ 2,000	\$ 5,000	\$ 4,000	\$ 3,000	-25%	Dept is in need of tools. Many of the tools we currently have are inadequate. Tool box for trucks
5355	Street Maintenance & Repairs	\$ 10,000	\$ 90,000	\$ 150,000	\$ 150,000	0%	FY 23-24 \$150,000 Street paving associated with the Water System Improvement Projects in lieu of bond funds - Exceptional Item
<b>Total Miscellaneous</b>		<b>\$ 12,000</b>	<b>\$ 95,000</b>	<b>\$ 154,000</b>	<b>\$ 153,000</b>	<b>-1%</b>	
5414	Computers	\$ -	\$ -	\$ 500	\$ 500	0%	
5494	Veh Financing Note - Debt Serv.	\$ 785	\$ 785	\$ 785	\$ 785	0%	Fleet Vehicle Split between departments (Water/Waste Water/Streets)
5495	Vehicles	\$ -	\$ 2,700				
<b>Total Capital Outlays</b>		<b>\$ 785</b>	<b>\$ 3,485</b>	<b>\$ 1,285</b>	<b>\$ 1,285</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 100,009</b>	<b>\$ 256,115</b>	<b>\$ 302,963</b>	<b>\$ 302,461</b>	<b>0%</b>	

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5171 - Equipment	\$ 37,500	CCTV Camera
5494 - Veh. Financing note - Debt Service	\$ 1,660	New Public Works Vehicle - Total ~\$72,000 (40% water. 40% WW, 10% Parks, 10% Streets)

5355 - Street Maintenance and  
Repairs \$ 150,000.00 Same amount last year currently included in budget.  
5007 - Stipends TBD Mileage Stiped

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**Total Exceptional Items Requested: \$189,160**

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Total Budget Allocation Requested: \$ 302,461  
Total Exceptional Items Requested: \$ 189,160

**Grand Total Budget Request for Department: \$ 491,621**

\$ 188,658  
62%

Date: June 2024  
 Fund Name and Number: 100 - General Fund  
 Dept Name and Number: 40 - Police

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 732,066	\$ 804,351	\$ 850,897	\$ 859,510	1%	Current Salary levels with steps; pro rata admin
5002	Holiday Compensation	\$ 26,775	\$ 27,000	\$ 33,000	\$ 35,000	6%	
5006	Overtime/Planned Overtime	\$ 10,000	\$ 13,000	\$ 10,000	\$ 10,000	0%	OT slight decrease to match proper staffing levels.
5007	Stipends/Certifications	\$ 19,000	\$ 15,000	\$ 20,000	\$ 23,000	15%	On-Call, FTO Pay, Shift Differential, Cert Pay;Bilingual
5009	Retirement Payout Reserve	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	0%	Rolls into fund balance at EOY
5010	Training/Academy Sponsorships	\$ 10,000	\$ 10,000	\$ 10,000	\$ 18,500	85%	Cost of courses and per diem + Academy Cadet Sponsorships
5011	Reserve Officer Pay	\$ 56,003	\$ 15,000	\$ 2,500	\$ 2,500	0%	
5012	LEOSE	\$ 1,025	\$ 897	\$ 1,000	\$ 1,000	0%	LEOSE Funding reimbursed from the state
5020	Health Insurance	\$ 77,016	\$ 91,000	\$ 103,000	\$ 105,500	2%	Actual
5030	Workers Comp. Insurance	\$ 10,800	\$ 23,600	\$ 23,500	\$ 21,500	-9%	Actual
5035	Social Security/Medic. Tax	\$ 61,035	\$ 65,740.35	\$ 69,913	\$ 70,955	1%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 2,749	\$ 1,000	\$ 950	\$ 1,205	27%	Actual
5050	TMRS Exp.	\$ 95,741	\$ 103,122	\$ 118,807	\$ 122,895	3%	13.25% of salary related line items
5070	Police Professional Liability	\$ 8,500	\$ 8,500	\$ 8,900	\$ 8,700	-2%	Actual
<b>Total Personnel Expenditures</b>		<b>\$ 1,120,710</b>	<b>\$ 1,193,210</b>	<b>\$ 1,267,467</b>	<b>\$ 1,295,265</b>	<b>2%</b>	
5101	Fax/Copier	\$ -	\$ -	\$ 600	\$ 600	0%	photo copier lease ~\$600/year (reclassified from 5103)
5103	Printing & Reproduction	\$ 1,000	\$ 1,600	\$ 1,000	\$ 1,000	0%	Brochures, informational material
5106	Citation Material	\$ 2,500	\$ 2,500	\$ 27,500	\$ 2,500	-91%	Annual recurring fees (\$1,530) + Paper Citations if needed (23-24 budget was a one-time expense)
5107	Police Qualification	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	Cost of ammo and range fees
5108	Property & Evidence	\$ 1,000	\$ 1,000	\$ 500	\$ 500	0%	Evidence room equipment
5109	Bicycle Maintenance	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5110	Postage	\$ 250	\$ 250	\$ 500	\$ 500	0%	
5120	Subscriptions and Memberships			\$ 1,000	\$ 1,500	50%	
5140	Telephone	\$ 8,000	\$ 9,000	\$ 9,000	\$ 10,200	13%	PD Portion of Desk Phones: \$3,200 Cell Phones: \$7,000
5143	Police Car & Accessories	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000	0%	
5144	Police Supplies	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	
5145	Uniforms & Accessories	\$ 7,500	\$ 7,500	\$ 6,500	\$ 6,500	0%	
5157	Records Management	\$ 5,700	\$ 5,800	\$ 6,000	\$ 7,000	17%	TBD - RMS
5158	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	0%	
5159	City Event Supplies	\$ 2,500	\$ 2,500	\$ 3,500	\$ 4,000	14%	Includes other city events (4th of July & Trunk or Treat, RW Night Out)
5185	Communications Equip. Maint.	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Maintenance on existing radios
5186	Radar Certification	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5195	Vehicle Operations	\$ 14,000	\$ 28,000	\$ 20,000	\$ 15,000	-25%	
5196	Vehicle Maintenance & Repairs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 6,000	20%	Increase due to maintenance costs; year 3 of vehicle lease
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 60,950</b>	<b>\$ 75,650</b>	<b>\$ 94,100</b>	<b>\$ 68,300</b>	<b>-27%</b>	
5211	Radio Services	\$ 5,600	\$ 5,600	\$ 5,500	\$ 6,300	15%	County - Band width cost. Based on actual.
5216	Dispatch Services	\$ 26,500	\$ 29,979	\$ 34,476	\$ 39,648	15%	Dispatch CTECC increase (County). Based on actual.
5226	Drug Testing	\$ 200	\$ 200	\$ 200	\$ 200	0%	
5238	Applicant Testing	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	psychologicals and fingerprints
5239	Laboratory Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5255	Vehicle Insurance	\$ 5,050	\$ 5,250	\$ 5,600	\$ 5,300	-5%	Actual
5258	ACL Event	\$ 34,000	\$ 34,000	\$ 40,000	\$ 40,000	0%	480 hours @ \$60/hr plus \$10/hr for vehicles - Reimbursed by Austin
<b>Total Contractual Services</b>		<b>\$ 73,350</b>	<b>\$ 77,029</b>	<b>\$ 87,776</b>	<b>\$ 93,448</b>	<b>6%</b>	

5300	Computer Software & Support	\$ 43,000	\$ 46,865	\$ 63,000	\$ 54,000	-14%	Comprehensive Contract (Univista) with internet service + TLO+ Canva + All Traffic Solutions + PD Server Warranty + Tlets Auto Update + Coban migration (?) + possibles from Univista
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 43,000</b>	<b>\$ 46,865</b>	<b>\$ 63,000</b>	<b>\$ 54,000</b>	<b>-14%</b>	
5404	Radios		\$ -	\$ 37,000	\$ -	-100%	23-24 one-time expense
5411	Video Camera & Microphones	\$ 1,000	\$ 1,000	\$ 16,700	\$ 1,000	-94%	23-24 one-time expense
5414	Computers	\$ 3,000	\$ 3,000	\$ 5,000	\$ 11,000	120%	Replacement of 2 computers + MDC
5494	Veh. Financing Note - Debt Serv.	\$ 34,002	\$ 34,002	\$ 34,002	\$ 34,002	0%	
5495	New Vehicle & Outfitting	\$ 147,278	\$ -	\$ -	\$ -		Line item pass through every 5 yrs.
<b>Total Capital Outlays</b>		<b>\$ 185,280</b>	<b>\$ 38,002</b>	<b>\$ 92,702</b>	<b>\$ 46,002</b>	<b>-50%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,483,290</b>	<b>\$ 1,430,756</b>	<b>\$ 1,605,045</b>	<b>\$ 1,557,015</b>	<b>-3%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5007 - Stipends	TBD	Mileage Stipend
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 1,557,015  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 1,557,015**  
 \$ (48,030)  
 -3%

Date: June 2024  
 Fund Name and Number: General Fund - 100  
 Dept Name and Number: 50 - Court

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 43,356	\$ 45,228	\$ 41,262	\$ 42,420	3%	
5006	Overtime/Planned Overtime			\$ -	\$ -		New line item last year. Breaking out salaries.
5007	Stipends/Certifications			\$ 627	\$ 600	-4%	New line item last year. Breaking out salaries.
5010	Training	\$ 1,000	\$ 1,000	\$ 1,000	\$ 500	-50%	
5020	Health Insurance	\$ 833	\$ 900	\$ 1,100	\$ 700	-36%	Actual
5030	Workers Comp. Insurance	\$ 1,000	\$ 500	\$ 700	\$ 650	-7%	Actual
5035	Social Security/Medic. Tax	\$ 3,317	\$ 3,460	\$ 3,205	\$ 3,291	3%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 576	\$ 200	\$ 200	\$ 240	20%	Actual
5050	TMRS Exp.	\$ 5,203	\$ 5,427	\$ 5,446	\$ 5,700	5%	13.25% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 55,284</b>	<b>\$ 56,715</b>	<b>\$ 53,539</b>	<b>\$ 54,101</b>	<b>1%</b>	
5103	Printing & Reproduction	\$ 1,100	\$ 1,100	\$ 1,000	\$ 500	-50%	
5110	Postage	\$ 250	\$ 250	\$ 250	\$ 500	100%	
5120	Subscriptions & Memberships	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5125	Travel	\$ 50	\$ 100	\$ 50	\$ 50	0%	
5140	Telephone	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,100	-27%	Updated Phone Breakdown
5158	Office Supplies	\$ 250	\$ 250	\$ 750	\$ 750	0%	
<b>Total Supplies &amp; Operations Expense</b>		<b>\$ 3,250</b>	<b>\$ 3,300</b>	<b>\$ 3,650</b>	<b>\$ 3,000</b>	<b>-18%</b>	
5201	Collection Agency Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5206	Court Credit Card Fees	\$ 9,000	\$ 5,000	\$ 5,000	\$ 5,000	0%	
5210	Legal Services	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	0%	Historical use
5212	Presiding Judge Expense	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	0%	
5213	Interpreter Fees	\$ 900	\$ 1,100	\$ 900	\$ 250	-72%	
<b>Total Contractual Services</b>		<b>\$ 43,900</b>	<b>\$ 35,100</b>	<b>\$ 34,900</b>	<b>\$ 34,250</b>	<b>-2%</b>	
5300	Computer Software & Support	\$ 800	\$ 1,600	\$ -	\$ 3,800		Tyler annual fees \$3,360+\$1,500 monthly fees+\$324 Municipal Justice Annual Fees +\$3,610 Univista = \$8800; Budgeted \$5,000 in Court Technology Fund to use balance
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 800</b>	<b>\$ 1,600</b>	<b>\$ -</b>	<b>\$ 3,800</b>		
<b>TOTAL EXPENDITURES</b>		<b>\$ 103,234</b>	<b>\$ 96,715</b>	<b>\$ 92,089</b>	<b>\$ 95,151</b>	<b>3%</b>	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5007 - Stipends	TBD	Mileage Stipend
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 95,151  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 95,151**

\$ 3,062  
 3%



Date: June 2024  
 Fund Name and Number: General Fund - 100  
 Dept Name and Number: 55 - Parks

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 39,982	\$ 36,930	\$ 38,252	\$ 39,400	3%	
5006	Overtime/Planned Overtime			\$ -	\$ -		
5007	Stipends	\$ -	\$ -	\$ 1,180	\$ 1,300	10%	
5010	Training	\$ -	\$ 3,000	\$ 3,000	\$ 2,800	-7%	Certified Playground Safety Inspector, Oak Wilt
5020	Health Insurance	\$ 3,331	\$ 4,853	\$ 3,100	\$ 3,200	3%	Actual
5030	Workers Comp. Insurance	\$ 500	\$ 1,020	\$ 1,000	\$ 950	-5%	Actual
5035	Social Security/Medicare Tax	\$ 3,059	\$ 2,825	\$ 3,017	\$ 3,114	3%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 122	\$ 45	\$ 45	\$ 47	4%	Actual
5050	TX Mun. Retire. System Exp.	\$ 4,798	\$ 4,432	\$ 5,126	\$ 5,393	5%	13.25% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 51,792</b>	<b>\$ 53,105</b>	<b>\$ 54,720</b>	<b>\$ 56,203</b>	<b>3%</b>	
5103	Printing & Reproduction	\$ 500	\$ 500	\$ 250	\$ 250	0%	
5130	Utilities	\$ 10,000	\$ 2,500	\$ 12,000	\$ 12,000	0%	Water to be included upcoming year
5145	Uniforms & Accessories			\$ 1,000	\$ 1,000	0%	New line item request
5158	Office Supplies	\$ 250	\$ 250	\$ 250	\$ 200	-20%	
5159	City Event Supplies			\$ 500	\$ 500	0%	4th of July, National Night Out & Halloween
5164	Equipment Maint. & Repairs	\$ 2,000	\$ 3,000	\$ 1,500	\$ 1,500	0%	
5171	Equipment	\$ 2,500	\$ 8,000	\$ 3,500	\$ 3,000	-14%	
5172	Safety Equipment			\$ 375	\$ 300	-20%	
5190	Materials	\$ 4,000	\$ 6,500	\$ 10,500	\$ 10,500	0%	Trees and flower beds, bed mulch, irrigation, fertilizer, Ant & Weed control, crushed granite (Reclassified \$4,000 from Improvements to existing park assets.)
5191	Maintenance	\$ 7,000	\$ 8,000	\$ 6,000	\$ 6,000	0%	
5195	Vehicle Operations - Fuel	\$ 1,000	\$ 2,000	\$ 3,000	\$ 3,000	0%	Proration of fuel to be charged to parks.
5196	Vehicle Maint. & Repair	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Repair of gator
5198	Fieldhouse Maint. & Supplies - Janitorial	\$ 13,000	\$ 9,000	\$ 9,000	\$ 9,000	0%	Split Fieldhouse/City Hall Janitorial Contract with 100-10 (\$6,000) + remaining balance for other fieldhouse maintenance
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 41,250</b>	<b>\$ 40,750</b>	<b>\$ 48,875</b>	<b>\$ 48,250</b>	<b>-1%</b>	
5255	Vehicle Insurance	\$ 1,500	\$ 600	\$ 600	\$ 500	-17%	Actual
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 1,500</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 500</b>	<b>-17%</b>	
5300	Computer Software & Support	\$ 500	\$ 500	\$ 500	\$ 1,215	143%	Univista Contract/Internet
5350	Tools	\$ -	\$ 1,000	\$ 1,000	\$ 950	-5%	Hand tools needed for dept.
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 2,165</b>	<b>44%</b>	
5414	Computers	\$ -	\$ -	\$ 500	\$ 500	0%	
5455	Improvements to Exist. Park Assets	\$ 5,000	\$ 5,000	\$ 1,000	\$ 5,000	400%	Playscape equipment maintenance and other items
5456	Plants for Park and Entrances	\$ -	\$ -	\$ 2,000	\$ 2,000	0%	
5494	Veh. Financing Note - Debt Serv.	\$ 785	\$ 785	\$ 785	\$ 785	0%	
5495	Vehicles	\$ -	\$ 2,700	\$ -	\$ -		
<b>Total Capital Outlays</b>		<b>\$ 5,785</b>	<b>\$ 8,485</b>	<b>\$ 4,285</b>	<b>\$ 8,285</b>	<b>93%</b>	
5512	Playground Mulching & Maintenance	\$ 6,500	\$ 8,000	\$ 8,500	\$ 8,000	-6%	
<b>Other Non-Departmental</b>		<b>\$ 6,500</b>	<b>\$ 8,000</b>	<b>\$ 8,500</b>	<b>\$ 8,000</b>	<b>-6%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 107,327</b>	<b>\$ 112,440</b>	<b>\$ 118,480</b>	<b>\$ 123,403</b>	<b>4%</b>	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5494 - Veh. Financing Note - Debt Service	\$ 1,660	New Public Works Vehicle - Total ~\$72,000 (40% water, 40% WW, 10% Parks, 10% Streets)
5007 - Stipends	TBD	Travel Stipend (\$100 PEPM) Split Across All Departments/Funds with Salaries

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**Total Exceptional Items Requested:        \$1,660**

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Total Budget Allocation Requested: \$ 123,403  
Total Exceptional Items Requested: \$ 1,660

**Grand Total Budget Request for Department: \$ 125,063**

\$ 6,584  
6%

Date: June 2024  
 Fund Name and Number: 100 General Fund  
 Dept Name and Number: 65 - Public Works

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5130	Utilities	\$ 6,000	\$ 6,000	\$ 7,000	\$ 10,000	43%	Based on actual
5140	Telephone	\$ 300	\$ 300	\$ 300	\$ 100	-67%	
5158	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 7,300</b>	<b>\$ 7,300</b>	<b>\$ 8,300</b>	<b>\$ 11,100</b>	<b>34%</b>	
5258	ACL Event	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	0%	Reimbursed by Austin
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 10,500</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>	<b>0%</b>	
5355	Street Maintenance & Repairs	\$ 459	\$ -	\$ 40,000	\$ -	-100%	23-24 \$40,000 Exceptional Item Street paving associated with the Water System Improvement Projects in lieu of bond funds; using Street Fund Unexpended Balance this budget year.
5381	Animal Control/Disposal	\$ 250	\$ 250	\$ 250	\$ 250	0%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 709</b>	<b>\$ 250</b>	<b>\$ 40,250</b>	<b>\$ 250</b>	<b>-99%</b>	
5515	Maintenance Building	\$ 9,000	\$ 9,000	\$ 7,500	\$ 7,500	0%	Air Filters, Pest Control, HVAC Maintenance
<b>Total Non-Departmental Expenses</b>		<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 27,509</b>	<b>\$ 27,050</b>	<b>\$ 66,550</b>	<b>\$ 29,350</b>	<b>-56%</b>	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 29,350  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 29,350**  
 \$ (37,200)  
 -56%

Date: June 2024  
 Fund Name and Number: 200 - Water  
 Dept Name and Number: 60 - Non Dept

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 241,666	\$ 214,195	\$ 212,456	\$ 222,200	5%	
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ 810	\$ 6,600	715%	Previously budgeted only for planned overtime
5007	Stipends			\$ 15,521	\$ 17,000	10%	
5010	Training	\$ 2,500	\$ 3,000	\$ 3,500	\$ 3,500	0%	
5020	Health Insurance	\$ 21,648	\$ 29,900	\$ 25,000	\$ 21,000	-16%	Actual
5030	Workers Comp Insurance	\$ 2,300	\$ 4,640	\$ 4,600	\$ 4,200	-9%	Actual
5035	Social Security/Medicare Tax	\$ 18,487	\$ 16,386	\$ 17,502	\$ 18,804	7%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 664	\$ 300	\$ 250	\$ 310	24%	Actual
5050	TX Mun. Retire. System Exp.	\$ 29,000	\$ 25,703	\$ 29,742	\$ 32,569	10%	13.25% of salary related line items
	<b>Total Personnel Expenses</b>	<b>\$ 316,265</b>	<b>\$ 294,124</b>	<b>\$ 309,382</b>	<b>\$ 326,182</b>	<b>5%</b>	
5103	Printing & Reproduction	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5110	Postage	\$ 100	\$ 100	\$ 400	\$ 350	-13%	Additional postage for Waterline CIP awareness.
5125	Travel	\$ 1,000	\$ 2,000	\$ 2,000	\$ 1,900	-5%	
5140	Telephone	\$ 500	\$ 700	\$ 500	\$ 1,700	240%	Updated breakdown of phones
5145	Uniforms & Accessories	\$ 2,000	\$ 2,000	\$ 1,000	\$ 1,000	0%	
5158	Office Supplies	\$ 300	\$ 300	\$ 500	\$ 250	-50%	
5166	Maintenance & Repairs	\$ 25,000	\$ 40,000	\$ 40,000	\$ 30,000	-25%	Year end replenishment of materials and supplies to be kept in inventory; based on actuals
5167	Administrative Fees	\$ 35,000	\$ 35,000	\$ 65,000	\$ 65,000	0%	5% of Water Sales Revenues
5168	Transfer to Utility Billing	\$ 62,988	\$ 63,785	\$ 61,000	\$ 64,000	5%	Will match 1/2 of total expenses in Utility Billing Dept. (100-25)
5171	Equipment Purchase	\$ 500	\$ 30,500	\$ 3,900	\$ -	-100%	23-24 bought GPS Receiver (Split between streets, water, wastewater) One-time purchase
5172	Safety Equipment			\$ 375	\$ 375	0%	
5181	Equipment Rentals	\$ 500	\$ 1,500	\$ 1,500	\$ 1,500	0%	
5190	Materials	\$ 1,500	\$ 1,500	\$ 2,000	\$ 2,000	0%	Low inventory/ fill, gravel Increase in materials
5192	Electronic Meter Project	\$ -	\$ -	\$ 325,500	\$ -	-100%	New Line Item: Will amend 23-24 budget for payments to Ameresco; one time payment; split 50/50 Water/WW
5193	Meter Replacement	\$ 34,500	\$ 34,500	\$ 50,000	\$ 2,500	-95%	Potential Meter upgrades/replacements (pass through expenditure)
5194	Fire Hydrant Maint. & Replacement	\$ 33,000	\$ 20,000	\$ 12,000	\$ 11,400	-5%	Replace approximately 2 hydrants per year in conjunction with hydrant testing
5195	Vehicle Operations	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,800	-5%	
5196	Vehicle Maintenance & Repairs	\$ 500	\$ 1,000	\$ 1,500	\$ 1,750	17%	Inflation
	<b>Total Supplies &amp; Operations Expenses</b>	<b>\$ 201,638</b>	<b>\$ 237,135</b>	<b>\$ 571,425</b>	<b>\$ 187,775</b>	<b>-67%</b>	
5233	Crossroads Contract	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000	0%	Contract
5234	Crossroads Emergency/M&O Repairs	\$ 20,000	\$ 60,000	\$ 80,000	\$ 80,000	0%	
5255	Vehicle Insurance	\$ 1,100	\$ 1,000	\$ 1,100	\$ 1,100	0%	Actual
5270	Engineering Services	\$ 30,000	\$ 25,000	\$ 25,000	\$ 10,000	-60%	
5271	Rate Consulting Services	\$ 4,000	\$ 4,000	\$ 4,000	\$ 5,000	25%	Planning water rate study in 24-25 after electronic meters installed
5276	Paying Agent Fees	\$ 200	\$ 200	\$ 800	\$ 800	0%	
5280	Water Purchased	\$ 550,000	\$ 550,000	\$ 800,000	\$ 800,000	0%	Based on Audited Actuals. Increase is offset by audited actual revenue of approx. \$1.5M.
5296	TCEQ	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	Annual fees/permits
5326	Qtrly GIS Map Update			\$ 10,000	\$ 10,000	0%	50/50 Water/Wastewater
	<b>Total Contractual Services</b>	<b>\$ 689,300</b>	<b>\$ 724,200</b>	<b>\$ 1,004,900</b>	<b>\$ 990,900</b>	<b>-1%</b>	
5300	Computer Software & Support	\$ 750	\$ 750	\$ 750	\$ 3,300	340%	New Breakdown of IT and Internet Service

5350	Tools			\$ 3,750	\$ 3,560	-5%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 750</b>	<b>\$ 750</b>	<b>\$ 4,500</b>	<b>\$ 6,860</b>	<b>52%</b>	
5414	Computers	\$ -	\$ -	\$ 500	\$ 500	0%	
5494	Veh. Financing Note - Debt Serv	\$ 3,138	\$ 3,138	\$ 3,138	\$ 3,138	0%	Fleet Vehicle Split between departments (Water/Waste Water/Streets)
5495	Vehicles	\$ -	\$ 7,200				
5496	Meter Financing Note - Debt Serv	\$ -	\$ -	\$ -	\$ 51,440		New Line Item, Quarterly Payments on Electronic Meters (Pay to North Dallas Bank & Trust)
<b>Total Capital Outlays</b>		<b>\$ 3,138</b>	<b>\$ 10,338</b>	<b>\$ 3,638</b>	<b>\$ 55,078</b>	<b>1414%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,211,091</b>	<b>\$ 1,266,547</b>	<b>\$ 1,893,845</b>	<b>\$ 1,566,795</b>	<b>-17%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5494 - Veh. Financing Note - Debt Service	\$ 6,640	New Public Works Vehicle - Total ~\$72,000 (40% water, 40% WW, 10% Parks, 10% Streets)
5007 - Stipends	TBD	Mileage Stipends
<b>Total Exceptional Items Requested:</b>	<b>\$6,640</b>	

Total Budget Allocation Requested: \$ 1,566,795  
 Total Exceptional Items Requested: \$ 6,640

**Grand Total Budget Request for Department: \$ 1,573,435**  
 \$ (320,409)  
 -17%

Date: June 2024  
 Fund Name and Number: 301 - Street Maintenance  
 Dept Name and Number: 60 - Non Dept.

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5469	Transfer to Street Department	\$ 95,469	\$ 256,115	\$ 300,595	\$ 302,461	1%	Match Expenditures in 100-30 Streets. Budget overages covered by existing unexpended fund balance out of Street Maintenance Fund; Expenditures limited by statute.
	Total Capital Outlays	\$ 95,469	\$ 256,115	\$ 300,595	\$ 302,461	1%	
	<b>TOTAL EXPENDITURES</b>	<b>\$ 95,469</b>	<b>\$ 256,115</b>	<b>\$ 300,595</b>	<b>\$ 302,461</b>	<b>1%</b>	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<hr/>		
<b>Total Exceptional Items Requested:</b>	<b>\$0</b>	

Total Budget Allocation Requested: \$ 302,461  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 302,461**

\$ 1,866  
 1%

Date: June 2024  
 Fund Name and Number: 310 - Court Security  
 Dept Name and Number: 50 - Court

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5010	Training						
5311	Office Security	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,625	63%	Reserve Officer
5513	Transfer to Court						
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,625</b>	63%	
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,625</b>	63%	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 1,625  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 1,625**

\$ 625  
 63%

Date: June 2024  
 Fund Name and Number: 320-Court Tech  
 Dept Name and Number: 50 - Court

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5300	Computer Software & Support	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000	0%	Continuing to spend down balance
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	0%	
5414	Computers	\$ -	\$ -	\$ 1,500	\$ -	-100%	
<b>Total Capital Outlays</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ -</b>	-100%	
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 6,500</b>	<b>\$ 5,000</b>	-23%	<b>Paid for from restricted fund revenues, not Fund 100.</b>
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
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<b>Total Exceptional Items Requested:</b>	<b>\$0</b>
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Total Budget Allocation Requested: \$ 5,000  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 5,000**  
 \$ (1,500)  
 -23%



Date: June 2024  
 Fund Name and Number: 330 - Court Eff.  
 Dept Name and Number: 50 - Court

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5158	Office Supplies	\$ 100	\$ 100	\$ 100	\$ 100	0%	
<b>Total Supplies &amp; Operations Expenses</b>		\$ 100	\$ 100	\$ 100	\$ 100	0%	
<b>TOTAL EXPENDITURES</b>		\$ 100	\$ 100	\$ 100	\$ 100	0%	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

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

Date: June 2024

WORKING DRAFT

Fund Name and Number: 430 - Debt Service 2014

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 400	\$ 400	\$ 400	0%	
5298	Bond Principal - Series 2014	\$ 130,000	\$ 140,000	\$ 140,000	\$ 145,000	4%	
5299	Bond Interest - Series 2014	\$ 69,550	\$ 58,950	\$ 58,950	\$ 54,750	-7%	
<b>Total Contractual Services</b>		<b>\$ 199,950</b>	<b>\$ 199,350</b>	<b>\$ 199,350</b>	<b>\$ 200,150</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 199,950</b>	<b>\$ 199,350</b>	<b>\$ 199,350</b>	<b>\$ 200,150</b>	<b>0%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 200,150

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 200,150**

\$ 800  
0%

Date: June 2024

WORKING DRAFT

Fund Name and Number: 450 - Debt Service 2019

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 400	\$ 400	\$ 400	0%	
5207	Bond Principal - Series 2019	\$ 110,000	\$ 115,000	\$ 425,000	\$ 440,000	4%	Portion of former Fund 440 - Debt Service 2012 (Series B) was refinanced into Fund 450 - Debt Service 2019
5208	Bond Interest - Series 2019	\$ 299,650	\$ 295,250	\$ 290,650	\$ 273,650	-6%	
<b>Total Contractual Services</b>		<b>\$ 410,050</b>	<b>\$ 410,650</b>	<b>\$ 716,050</b>	<b>\$ 714,050</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 410,050</b>	<b>\$ 410,650</b>	<b>\$ 716,050</b>	<b>\$ 714,050</b>	<b>0%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 714,050

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 714,050**

\$ (2,000)  
0%

Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: June 2024

**WORKING DRAFT**

Fund Name and Number: 460 - Debt Service 2020

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 240	\$ 240	\$ 240	\$ 240	0%	
5248	Debt Service - Interest Tax Notes	\$ 29,050	\$ 24,775	\$ 20,280	\$ 15,560	-23%	
5249	Debt Service - Principal Tax Notes	\$ 285,000	\$ 290,000	\$ 295,000	\$ 300,000	2%	
<b>Total Contractual Services</b>		<b>\$ 314,290</b>	<b>\$ 315,015</b>	<b>\$ 315,520</b>	<b>\$ 315,800</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 314,290</b>	<b>\$ 315,015</b>	<b>\$ 315,520</b>	<b>\$ 315,800</b>	<b>0%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 315,800

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 315,800**

\$ 280  
0%

Date: June 2024

WORKING DRAFT

Fund Name and Number: 470 - Debt Service 2023

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ -	\$ -	\$ 400	\$ 400	0%	
5209	Bond Principal - Series 2023	\$ -	\$ -	\$ 65,000	\$ 55,000	-15%	
5249	Bond Interest - Series 2023	\$ -	\$ -	\$ 170,983	\$ 177,025	4%	
<b>Total Contractual Services</b>		\$ -	\$ -	\$ 236,383	\$ 232,425	-2%	
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ 236,383	\$ 232,425	-2%	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested: \$0</b>		

Total Budget Allocation Requested: \$ 232,425

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 232,425**

\$ (3,958)  
-2%

Date: June 2024

WORKING DRAFT

Fund Name and Number: 480 - Debt Service 2024

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ -	\$ -	\$ -	\$ 400		
5209	Bond Principal - Series 2024	\$ -	\$ -	\$ -	\$ 35,000		
5249	Bond Interest - Series 2024	\$ -	\$ -	\$ -	\$ 73,021		
<b>Total Contractual Services</b>		\$ -	\$ -	\$ -	\$ 108,421		
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ -	\$ 108,421		

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:                      \$0</b>		

Total Budget Allocation Requested: \$ 108,421

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 108,421**

\$ 108,421

Date: June 2024  
 Fund Name and Number: 701 - Capital Projects  
 Dept Name and Number: 35 - Capital Imp.

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5330	Water CIP Packages 1-4	\$ -	\$ -	\$ 3,375,535	\$ 1,400,000	-59%	23-24 and 24-25 Budget Estimates will be readjusted based on actuals at end of Fiscal Year 2024.
<b>Total Miscellaneous</b>		\$ -	\$ -	\$ 3,375,535	\$ 1,400,000	-59%	
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ 3,375,535	\$ 1,400,000	-59%	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 1,400,000  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 1,400,000**  
 \$ (1,975,535)  
 -59%

Date: June 2024  
 Fund Name and Number: 702 - Drainage  
 Dept Name and Number: 35 - Capital Imp.

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5221	Nixon Pleasant Drainage Improvements	\$ -	\$ -	\$ -	\$ 1,000,000		23-24 and 24-25 Budget Estimates will be readjusted based on actuals at end of Fiscal Year 2024; paid for out of Tax Notes Series 2020
5222	Hubbard-Hatley-Pickwick Drainage	\$ -	\$ -	\$ -	\$ 1,000,000		23-24 and 24-25 Budget Estimates will be readjusted based on actuals at end of Fiscal Year 2024; paid for out of Tax Notes Series 2020
5270	Engineering Services	\$ 50,000	\$ 50,000	\$ 60,000	\$ 60,000	0%	Updated fee schedule to properly reflect budgetary needs. Pass through revenue reflected in Drainage Fund 702 Revenues.
<b>Total Contractual Services</b>		<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>\$ 2,060,000</b>	3333%	
5485	MS-4 Expenditures	\$ 5,000	\$ 8,000	\$ 8,000	\$ 8,000	0%	
<b>Total Capital Outlays</b>		<b>\$ -</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	0%	
<b>TOTAL EXPENDITURES</b>		<b>\$ 50,000</b>	<b>\$ 58,000</b>	<b>\$ 68,000</b>	<b>\$ 2,068,000</b>	2941%	

2021-2022      2022-2023      2023-2024      2024-2025

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
<b>Total Exceptional Items Requested:</b>		<b>\$0</b>

Total Budget Allocation Requested: \$ 2,068,000  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 2,068,000**  
 \$ 2,000,000  
 2941%



Date: June 2024  
 Fund Name and Number: 800 Wastewater  
 Dept Name and Number: 60 - Non Dept

WORKING DRAFT

Line Item	Description From Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Budget	2024-2025 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 241,666	\$ 214,195	\$ 212,456	\$ 222,200	5%	
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ 810	\$ 6,600	715%	Previously budgeted only for planned overtime. Based on actual.
5007	Stipends	\$ -	\$ -	\$ 15,521	\$ 17,000	10%	
5010	Training	\$ 1,000	\$ 2,500	\$ 2,500	\$ 2,250	-10%	
5020	Health Insurance	\$ 19,982	\$ 29,900	\$ 25,000	\$ 21,000	-16%	Actual
5030	Workers Comp Insurance	\$ 2,350	\$ 4,640	\$ 4,600	\$ 4,200	-9%	Actual
5035	Social Security/Medicare Tax	\$ 18,487	\$ 16,386	\$ 17,502	\$ 18,804	7%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 664	\$ 300	\$ 250	\$ 310	24%	Actual
5050	TX Mun. Retire. System Exp.	\$ 29,000	\$ 25,703	\$ 29,742	\$ 32,569	10%	13.25% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 313,149</b>	<b>\$ 293,624</b>	<b>\$ 308,382</b>	<b>\$ 324,932</b>	<b>5%</b>	
5103	Printing & Reproduction	\$ 100	\$ 100	\$ 200	\$ 150	-25%	
5125	Travel	\$ 500	\$ 2,500	\$ 2,500	\$ 2,250	-10%	
5130	Utilities			\$ 42,500	\$ 32,000	-25%	AT&T Lines for lift stations (~\$6,000 per year) + Texas Gas Service for Lift Stations (~\$9,000 per year) + Electric (~\$12,000)
5140	Telephone	\$ -	\$ -	\$ -	\$ 1,700		New Line Item: Updated Phone Breakdown
5145	Uniforms & Accessories	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,000	-33%	
5163	Grinder Pump Maint/Replace	\$ 25,000	\$ 25,000	\$ 20,000	\$ 30,000	50%	See proposed revenue exceptional item.
5166	Maintenance & Repairs	\$ 35,000	\$ 47,000	\$ 30,000	\$ 35,000	17%	Maintenance of Lift Stations - Need cleaning more than they have been (\$12,000) + \$3,000 for parts to repair and inventory city clean outs + \$15,000 for Generator Maintenance
5167	Administrative Fees	\$ 28,000	\$ 28,000	\$ 40,000	\$ 40,000	0%	5% of Revenues to GF for administration of WW system
5168	Transfer to Utility Billing	\$ 62,988	\$ 63,785	\$ 61,000	\$ 64,000	5%	Will match 1/2 of total expenses in Utility Billing Dept. (100-25)
5171	Equipment	\$ -	\$ 30,100	\$ 3,900	\$ -	-100%	Last year purchased GPS Receiver (Split streets, water, wastewater); if approved CCTV Camera (\$42,500)
5172	Safety Equipment			\$ 375	\$ 375	0%	
5192	Electronic Meter Project	\$ -	\$ -	\$ 325,500	\$ -	-100%	New Line Item: Will amend 23-24 budget for payments to Ameresco; one time payment; split 50/50 Water/WW)
5193	Meter Replacement	\$ 34,500	\$ 34,500	\$ 50,000	\$ 2,500	-95%	Potential Meter upgrades/replacements (pass through expenditure)
5195	Vehicle Operations	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0%	Fuel
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 189,088</b>	<b>\$ 234,485</b>	<b>\$ 579,475</b>	<b>\$ 210,975</b>	<b>-64%</b>	
5210	Legal Services	\$ 2,000	\$ 2,000	\$ 1,000	\$ 1,000	0%	
5218	Annual Televising/Smoke Test	\$ 32,500	\$ 32,500	\$ 32,500	\$ 32,500	0%	Per KFA Quote - \$130,000 divided into 4 years, 5th year just in case. This line item will decrease if exceptional item is approved.
5233	Crossroads Contract	\$ 97,980	\$ 97,980	\$ 97,980	\$ 97,980	0%	Based on Actual
5234	Crossroads Emergency/M&O Repairs	\$ 60,000	\$ 40,000	\$ 40,000	\$ 45,000	13%	
5240	Insurance - Prop and Gen	\$ 500	\$ 1,450	\$ 450	\$ 450	0%	Actual
5255	Vehicle Insurance	\$ 1,100	\$ 1,000	\$ 1,850	\$ 1,700	-8%	Actual
5270	Engineering Services	\$ 30,000	\$ 20,000	\$ 10,000	\$ 2,000	-80%	
5271	Rate Consulting Services	\$ -	\$ -	\$ -	\$ -		Budgeting in Water in FY 24-25
5290	Wastewater Fees	\$ 230,000	\$ 230,000	\$ 335,000	\$ 335,000	0%	Approx. \$22,500/month (Depends on rainfall) - Trending up this year. Pass through cost.

5292	Industrial Waste Surcharge	\$ 12,000	\$ 12,000	\$ 14,100	\$ 14,000	-1%	City of Austin Fixed Charge. Pass through cost.
<b>Total Contractual Services</b>		<b>\$ 466,080</b>	<b>\$ 436,930</b>	<b>\$ 532,880</b>	<b>\$ 529,630</b>	<b>-1%</b>	
5300	Computer Software & Support	\$ -	\$ 1,000	\$ 1,000	\$ 3,300	230%	New Breakdown of IT and Internet Service
5326	Qtrly GIS Map Update			\$ 10,000	\$ 10,000	0%	50/50 Water/Wastewater
5350	Tools	\$ -	\$ -	\$ 2,000	\$ 1,900	-5%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 13,000</b>	<b>\$ 15,200</b>	<b>17%</b>	
5414	Computers	\$ -	\$ -	\$ 500	\$ 500	0%	New Line Item (Broken out Streets, Parks, Water, Wastewater)
5494	Veh. Financing Note - Debt Serv	\$ 3,137	\$ 3,137	\$ 3,137	\$ 3,137	0%	Fleet Vehicle Split between departments (Water/Waste Water/Streets)
5495	Vehicles	\$ -	\$ 5,400	\$ -	\$ -		
5498	Meter Financing Note - Debt Serv	\$ -	\$ -	\$ -	\$ 51,440		New Line Item, Quarterly Payments on Electronic Meters (Pay to North Dallas Bank & Trust)
<b>Total Capital Outlays</b>		<b>\$ 3,137</b>	<b>\$ 8,537</b>	<b>\$ 3,637</b>	<b>\$ 55,077</b>	<b>1414%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 971,454</b>	<b>\$ 974,576</b>	<b>\$ 1,437,374</b>	<b>\$ 1,135,814</b>	<b>-21%</b>	
		2021-2022	2022-2023	2023-2024	2024-2025		

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

Line Item	Requested Amount	Comments
5494 - Veh. Financing Note - Debt Service	\$ 6,640	New Public Works Vehicle - Total ~\$72,000 (40% water, 40% WW, 10% Parks, 10% Streets)
5171 - Equipment	\$ 37,500	CCTV Camera
5007 - Stipends	TBD	Mileage Stipends
	TBD (Won't Increase Budget)	<u>Revenue</u> Exceptional item regarding monthly customer fee for grinder pump maintenance.
<b>*** New Revenue Line Item</b>		
<b>Total Exceptional Items Requested:</b>	<b>\$44,140</b>	

Total Budget Allocation Requested: \$ 1,135,814  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 1,135,814**

\$ (301,560)  
 -21%

CITY OF ROLLINGWOOD  
2024-2025 REVENUES

Budget Draft 1 2024-2025

DRAFT

Last Updated:  
7/9/2024

YTD As of May 31, 2024 (58%):

ACCOUNT	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	FIVE YEAR AVERAGE	2023-2024 PROJECTED	DRAFT 2024-2025
100-4-10-4000 CURRENT PROPERTY TAXES	\$ 1,127,100	\$ 1,213,518	\$ 1,351,302	\$ 1,354,954	\$ 1,352,774	\$ 1,279,930	\$ 1,450,421	
100-4-10-4037 4-B SALES TAX	\$ 161,544	\$ 156,932	\$ 152,864	\$ 190,160	\$ 175,219	\$ 167,344	\$ 204,183	\$ 175,000
100-4-10-4040 CITY SALES TAX	\$ 647,146	\$ 628,671	\$ 611,845	\$ 760,640	\$ 700,877	\$ 669,836	\$ 796,733	\$ 700,000
100-4-10-4051 ELECT UTIL FRANCHISE FEE	\$ 92,577	\$ 95,453	\$ 63,265	\$ 120,400	\$ 102,832	\$ 94,905	\$ 72,416	\$ 90,000
100-4-50-4100 COURT FINES	\$ 64,104	\$ 33,669	\$ 12,768	\$ 54,968	\$ 67,679	\$ 46,638	\$ 78,483	\$ 50,000
100-4-55-4319 COMMERCIAL PARK PERMITS	\$ 230	\$ 3,205	\$ 5,165	\$ 15,081	\$ 11,470	\$ 7,030	\$ 8,944	\$ 5,000
200-5-60-4600 WATER SALES	\$ 1,043,534	\$ 1,216,038	\$ 1,211,234	\$ 1,505,823	\$ 1,522,693	\$ 1,299,864	\$ 1,110,300	\$ 1,100,000
800-5-60-4620 WASTEWATER	\$ 606,735	\$ 547,145	\$ 636,326	\$ 816,088	\$ 901,637	\$ 701,586	\$ 930,194	\$ 900,000

Updated: 7/9/2024

DRAFT

As of May 31, 2024 (58%):

FUND	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
<b>GENERAL FUND:</b>								
<b>100:</b>								
<b>ADMINISTRATION</b>								
	10	4000	PROPERTY TAXES \$	1,488,016	\$ 1,446,421	\$ 1,450,421	\$ (37,595)	
		4020	PENALTY & INTEREST \$	10,000	\$ 65,432	\$ 65,582	\$ 55,582	\$ 10,000
		4030	GROSS RECEIPTS (GAS) \$	25,000	\$ 21,051	\$ 21,051	\$ (3,949)	\$ 20,000
		4035	TELECOM TAX \$	20,000	\$ 15,505	\$ 20,305	\$ 305	\$ 20,000
		4036	MIXED BEVERAGE TAX \$	5,000	\$ 3,159	\$ 4,009	\$ (991)	\$ 5,000
		4037	4-B SALES TAX \$	150,000	\$ 144,183	\$ 204,183	\$ 54,183	\$ 175,000
		4040	CITY SALES TAX \$	625,000	\$ 576,733	\$ 796,733	\$ 171,733	\$ 700,000
		4050	FRANCHISE TAX (TV) \$	5,000	\$ 2,439	\$ 4,439	\$ (561)	\$ 5,000
		4051	ELECT UTIL FRANCHISE FEE \$	95,000	\$ 51,416	\$ 72,416	\$ (22,584)	\$ 90,000
		4209	RCDC ADMINISTRATIVE FEES \$	72,000	\$ -	\$ 72,000	\$ -	\$ 72,000
		4236	WATER FUND ADMIN FEE \$	65,000	\$ -	\$ 65,000	\$ -	\$ 55,000 5% of Water Sales
		4237	WASTEWATER FD ADMIN FEE \$	40,000	\$ -	\$ 40,000	\$ -	\$ 45,000 5% of Wastewater Sales
		4316	SOLICITATION PERMIT FEES \$	100	\$ 100	\$ 100	\$ -	\$ 100
		4400	INTEREST INCOME \$	10,000	\$ 12,828	\$ 17,628	\$ 7,628	\$ 10,000
		4401	INTEREST INCOME - CHECKING \$	1,000	\$ 1,311	\$ 2,111	\$ 1,111	\$ 1,000
		4405	INTEREST INCOME - TAX NOTES \$	500	\$ 1,340	\$ 1,940	\$ 1,440	\$ 500
		4540	MISCELLANEOUS RECEIPTS \$	50	\$ 104	\$ 104	\$ 54	\$ 50
		4566	OPIOID SETTLEMENT DISTRIBUTION \$	100	\$ 290	\$ 290	\$ 190	\$ 100
		4700	UNEXPENDED BALANCE TRANSFER \$	236,267	\$ -	\$ -	\$ (236,267)	\$ -
		4738	ACL REVENUES \$	55,000	\$ 55,000	\$ 55,000	\$ -	\$ 55,000
		4565	GRANT REVENUES \$	-	\$ -	\$ -	\$ -	\$ -
			<b>\$ 2,903,033</b>	<b>\$ 2,397,312</b>	<b>\$ 2,893,312</b>	<b>\$ (9,721)</b>	<b>\$ 1,263,750</b>	
<b>DEVELOPMENT SERVICES</b>								
	15	4301	TREE REMOVAL \$	2,500	\$ 1,885	\$ 2,285	\$ (215)	\$ 2,500
		4302	INSPECTIONS \$	35,000	\$ 33,423	\$ 41,423	\$ 6,423	\$ 35,000 Pass through inspections
		4303	BUILDING FEES \$	60,000	\$ 52,848	\$ 60,848	\$ 848	\$ 60,000 Pass through bldg/zoning reviews
		4304	ZONING CHANGE \$	-	\$ 10	\$ 10	\$ 10	\$ -
		4305	SIGN FEES \$	250	\$ 275	\$ 275	\$ 25	\$ 250
		4307	APPLICATION FILING FEES \$	250	\$ 880	\$ 1,160	\$ 910	\$ 250
		4308	PUBLISH / NOTICE FEE \$	-	\$ 4,209	\$ 4,209	\$ 4,209	\$ 2,500
		4309	CONSTRUCTION ROW PERMIT \$	-	\$ 150	\$ 150	\$ 150	\$ -
		4310	PLAT FEES \$	1,500	\$ -	\$ -	\$ (1,500)	\$ 500
		4311	VARIANCE FEES \$	250	\$ 300	\$ 300	\$ 50	\$ 250
		4312	CRTIFICATE OF OCCUPANCY \$	-	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
		4313	ELEVATION AND HEIGHT VERIFICATION \$	-	\$ 4,000	\$ 6,500	\$ 6,500	\$ 5,000
			<b>\$ 99,750</b>	<b>\$ 99,479</b>	<b>\$ 118,659</b>	<b>\$ 18,909</b>	<b>\$ 107,750</b>	

FUND	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
<b>GENERAL FUND:</b>								
100 (Continued):								
<b>SANITATION</b>								
	20	4620	ADDITIONAL RECYCLING CHARGE	\$ -	\$ 272	\$ 440	\$ 440	\$ 250
				<b>\$ -</b>	<b>\$ 272</b>	<b>\$ 440</b>	<b>\$ 440</b>	<b>\$ 250</b>
<b>UTILITY BILLING</b>								
	25	4579	WATER FD TRANSFER IN	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 64,000
		4580	WASTEWATER FD TRANSFER IN	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 64,000
				<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ 128,000</b>
								1/2 total Utility Billing Expenditures
								1/2 total Utility Billing Expenditures
<b>STREETS</b>								
	30	4721	STREET MAINT FD TRANSFER IN	\$ 150,000	\$ 48,464	\$ 84,464	\$ (65,536)	\$ 300,000
				<b>\$ 150,000</b>	<b>\$ 48,464</b>	<b>\$ 84,464</b>	<b>\$ (65,536)</b>	<b>\$ 300,000</b>
								Incl. previously approved street maintenance of \$150,000
<b>POLICE</b>								
	40	4542	POLICE MISC REVENUE	\$ 250	\$ 90	\$ 130	\$ (120)	\$ 250
		4558	VEHICLE OPERATIONS	\$ 1,000	\$ 560	\$ 880	\$ (120)	\$ 1,000
		4567	LEOSE FDS	\$ 1,000	\$ 2,297	\$ 2,297	\$ 1,297	\$ 1,000
				<b>\$ 2,250</b>	<b>\$ 2,947</b>	<b>\$ 3,307</b>	<b>\$ 1,057</b>	<b>\$ 2,250</b>
<b>COURT</b>								
	50	4100	COURT FINES	\$ 35,000	\$ 58,649	\$ 66,649	\$ 31,649	\$ 50,000
		4101	COLLECTION AGENCY FEES	\$ 1,000	\$ 1,471	\$ 2,271	\$ 1,271	\$ 1,000
		4105	MUNI COURT BLDG SECURITY	\$ 50	\$ -	\$ -	\$ -	\$ 50
		4110	ADMINISTRATIVE COURT FEES	\$ 3,000	\$ 4,201	\$ 5,001	\$ 2,001	\$ 3,000
		4127	DRIVETY SAFETY COURSE ADM FEE	\$ 100	\$ -	\$ -	\$ -	\$ 100
		4128	TRUANCY PREVENTION FUND	\$ 1,000	\$ 2,052	\$ 2,852	\$ 1,852	\$ 1,000
		4155	CHILD SAFETY REVENUE	\$ 1,000	\$ 1,109	\$ 1,709	\$ 709	\$ 1,000
		4192	MUNICIPAL JURY FUND	\$ 50	\$ 41	\$ 53	\$ 3	\$ 50
		4526	CREDIT-DEBIT CARD FEES	\$ 1,500	\$ 2,738	\$ 3,898	\$ 2,398	\$ 1,500
		4540	MISCELLANEOUS RECEIPTS	\$ 50	\$ -	\$ -	\$ -	\$ 50
				<b>\$ 42,750</b>	<b>\$ 70,261</b>	<b>\$ 82,433</b>	<b>\$ 39,883</b>	<b>\$ 57,750</b>
<b>PARKS</b>								
	55	4319	COMMERCIAL PARK PERMITS	\$ 5,000	\$ 7,744	\$ 8,944	\$ 3,944	\$ 5,000
		4320	FIELD LEASE	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000
		4523	DONATIONS-COMM EDUC GARDEN	\$ 100	\$ -	\$ -	\$ (100)	\$ 100
		4555	DONATIONS-PARK	\$ 100	\$ 5,000	\$ 5,000	\$ 4,900	\$ 100
				<b>\$ 40,200</b>	<b>\$ 12,744</b>	<b>\$ 48,944</b>	<b>\$ 8,744</b>	<b>\$ 40,200</b>
<b>TOTAL GENERAL FUND</b>				<b>\$ 3,357,983</b>	<b>\$ 2,631,481</b>	<b>\$ 3,351,561</b>	<b>\$ (6,222)</b>	<b>\$ 1,899,700</b>

<u>WATER FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
<b>200:</b>	60	4400 INTEREST INCOME	\$ 1,000	\$ 2,202	\$ 3,002	\$ 2,002	\$ 1,000	
		4401 INTEREST INCOME - CHECKING	\$ 250	\$ 755	\$ 1,155	\$ 905	\$ 250	
		4579 CAPITAL LEASE PROCEEDS - METERS	\$ -	\$ 324,645	\$ 324,645	\$ 324,645	\$ -	
		4600 WATER SALES	\$ 1,500,000	\$ 750,300	\$ 1,110,300	\$ (389,700)	\$ 1,100,000	
		4610 LATE CHARGES	\$ 3,000	\$ 2,136	\$ 2,736	\$ (264)	\$ 3,000	
		4628 CONNECT FEE	\$ 1,000	\$ -	\$ -	\$ (1,000)	\$ 500	
			<b>\$ 1,505,250</b>	<b>\$ 1,080,038</b>	<b>\$ 1,441,838</b>	<b>\$ (63,412)</b>	<b>\$ 1,104,750</b>	

<u>STREET MAINTENANCE FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
<b>301:</b>	60	4039 STREET SALES TAX	\$ 150,000	\$ 144,183	\$ 204,183	\$ 54,183	\$ 175,000	
		4400 INTEREST INCOME	\$ 250	\$ 323	\$ 503	\$ 253	\$ 250	
		<b>TOTAL STREET MAINTENANCE FUND</b>	<b>\$ 150,250</b>	<b>\$ 144,507</b>	<b>\$ 204,687</b>	<b>\$ 54,437</b>	<b>\$ 175,250</b>	

<u>COURT SECURITY FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
310:	50	4104 COURT SECURITY FEE	\$ 1,500	\$ 1,999	\$ 2,759	\$ 1,259	\$ 1,500	
		4105 MUNI COURT BLDG SECURITY	\$ 100	\$ 18	\$ 54	\$ (46)	\$ 100	
		<b>TOTAL COURT SECURITY FUND</b>	<b>\$ 1,600</b>	<b>\$ 2,018</b>	<b>\$ 2,814</b>	<b>\$ 1,214</b>	<b>\$ 1,600</b>	

<u>COURT TECHNOLOGY FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
320:	50	4102 COURT TECHNOLOGY FEE	\$ 1,500	\$ 1,657	\$ 2,257	\$ 757	\$ 1,500	
		4191 MUNI COURT TECHNOLOGY	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		<b>TOTAL COURT TECHNOLOGY FUND</b>	<b>\$ 1,600</b>	<b>\$ 1,657</b>	<b>\$ 2,257</b>	<b>\$ 657</b>	<b>\$ 1,600</b>	

<u>COURT EFFICIENCY FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
330:	50	4110 ADMINISTRATIVE COURT FEES	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		<b>TOTAL COURT EFFICIENCY FUND</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (100)</b>	<b>\$ 100</b>	

<u>DEBT SERVICE FUND</u> <u>- 2014</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024- 2025	NOTES
430:	60	4020 PENALTY AND INTEREST ON TAXES	\$ 500	\$ 543	\$ 583	\$ 83	\$ 500	
		4031 PROPERTY TAX - DEBT SERV FD	\$ 198,950	\$ 201,625	\$ 202,025	\$ 3,075	\$ 199,750	
		4577 TRANSF FROM STREETS - PAYING AGENT	\$ 400	\$ -	\$ 400	\$ -	\$ 400	
		<b>TOTAL DEBT SERVICE FUND 2014</b>	<b>\$ 199,850</b>	<b>\$ 202,167</b>	<b>\$ 203,007</b>	<b>\$ 3,157</b>	<b>\$ 200,650</b>	

<u>DEBT SERVICE FUND</u> <u>- 2019</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024- 2025	NOTES
450:	60	4020 PENALTY AND INTEREST ON TAXES	\$ 1,000	\$ 1,803	\$ 1,863	\$ 863	\$ 1,000	
		4031 PROPERTY TAX - DEBT SERV FD	\$ 715,650	\$ 725,065	\$ 725,265	\$ 9,615	\$ 713,650	
		4573 TRANSF FROM WASTEWATER - PAYING AGENT	\$ 400	\$ -	\$ 400	\$ -	\$ 400	
		<b>TOTAL DEBT SERVICE FUND 2019</b>	<b>\$ 717,050</b>	<b>\$ 726,868</b>	<b>\$ 727,528</b>	<b>\$ 10,478</b>	<b>\$ 715,050</b>	

<u>DEBT SERVICE FUND</u> <u>- 2020</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024- 2025	NOTES
460:	60	4020 PENALTY AND INTEREST ON TAXES	\$ 1,000	\$ 854	\$ 894	\$ (106)	\$ 1,000	
		4031 PROPERTY TAX - DEBT SERV FD	\$ 315,280	\$ 319,514	\$ 319,714	\$ 4,434	\$ 315,560	
		4573 TRANSF FROM WASTEWATER - PAYING AGENT	\$ 240	\$ -	\$ 240	\$ -	\$ 240	
		<b>TOTAL DEBT SERVICE FUND 2020</b>	<b>\$ 316,520</b>	<b>\$ 320,368</b>	<b>\$ 320,848</b>	<b>\$ 4,328</b>	<b>\$ 316,800</b>	



<u>DEBT SERVICE FUND</u> <u>- 2023</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024- 2025	NOTES
470	60	4020 PENALTY AND INTEREST ON TAXES	\$ 1,000	\$ 536	\$ 576	\$ (424)	\$ 500	
		4031 PROPERTY TAX - DEBT SERV FD	\$ 235,983	\$ 238,999	\$ 239,199	\$ 3,216	\$ 232,025	
		4572 TRANSF FROM WATER - PAYING AGENT	\$ 400	\$ -	\$ 400	\$ -	\$ 400	
		<b>TOTAL DEBT SERVICE FUND 2023</b>	<b>\$ 237,383</b>	<b>\$ 239,535</b>	<b>\$ 240,175</b>	<b>\$ 2,792</b>	<b>\$ 232,925</b>	

<u>DEBT SERVICE FUND</u> <u>- 2024</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024- 2025	NOTES
480	60	4020 PENALTY AND INTEREST ON TAXES	\$ -	\$ -	\$ -	\$ -	\$ 200	
		4031 PROPERTY TAX - DEBT SERV FD	\$ -	\$ -	\$ -	\$ -	\$ 108,021	
		4572 TRANSF FROM WATER - PAYING AGENT	\$ -	\$ -	\$ -	\$ -	\$ 400	
		<b>TOTAL DEBT SERVICE FUND 2023</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 108,621</b>	

<u>CAPITAL PROJPECTS</u> <u>FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024- 2025	NOTES
701:	35	4401 INTEREST INCOME - CHECKING	\$ -	\$ 2,429	\$ 3,549	\$ 3,549	\$ 2,000	
		4578 FUND BALANCE TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -	TBD - Will be based on actuals
			<b>\$ -</b>	<b>\$ 2,429</b>	<b>\$ 3,549</b>	<b>\$ 3,549</b>	<b>\$ 2,000</b>	

<u>DRAINAGE FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
702:	35	4222 RSDP ZONE 1	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4223 RSDP ZONE 2	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4226 RSDP ZONE 3	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4227 RSDP ZONE 4	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4225 RSDP ZONE 5	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4228 RSDP ZONE 6	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4221 RSDP ZONE 7	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4224 RSDP ZONE 8	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4229 RSDP ZONE 9	\$ 100	\$ -	\$ -	\$ (100)	\$ 100	
		4360 DRAINAGE REVIEW REVENUE	\$ 60,000	\$ 38,438	\$ 57,657	\$ (2,343)	\$ 60,000	Pass through - Drainage Reviews
		<b>TOTAL DRAINAGE FUND</b>	<b>\$ 60,900</b>	<b>\$ 38,438</b>	<b>\$ 57,657</b>	<b>\$ (3,243)</b>	<b>\$ 60,900</b>	

<u>WASTEWATER FUND</u>	DEPT.	ACCOUNT NUMBER & DESCRIPTION	2023-2024 BUDGET	ACTUAL	PROJECTED	PROJECTED OVER (UNDER) BUDGET	DRAFT 2024-2025	NOTES
800:	60	4400 INTEREST INCOME	\$ 10,000	\$ 11,040	\$ 15,840	\$ 5,840	\$ 10,000	
		4401 INTEREST INCOME - CHECKING	\$ 250	\$ 520	\$ 720	\$ 470	\$ 250	
		4579 CAPITAL LEASE PROCEEDS - METER	\$ -	\$ 324,645	\$ 324,645	\$ 324,645	\$ -	
		4620 WASTEWATER	\$ 900,000	\$ 630,194	\$ 930,194	\$ 30,194	\$ 900,000	
		4628 CONNECT FEE	\$ 3,500	\$ -	\$ 3,500	\$ -	\$ 3,500	
		4706 INDUSTRIAL WASTE SURCHARGE	\$ 14,144	\$ 8,181	\$ 14,144	\$ (0)	\$ 14,144	
		4709 PUD	\$ 98,160	\$ 65,435	\$ 98,160	\$ -	\$ 98,160	
		<b>TOTAL WASTEWATER FUND</b>	<b>\$ 1,026,054</b>	<b>\$ 1,040,016</b>	<b>\$ 1,387,203</b>	<b>\$ 361,149</b>	<b>\$ 1,026,054</b>	

### Proposed Exceptional Items - FY 2024-2025

#	Description	Total Cost	General			Streets	Status
			Fund	Water	Wastewater		
AF-1A	COLA 1% (For Non Contract Staff)	\$ 19,736	\$ 14,472	\$ 2,632	\$ 2,632	\$ -	
AF-1B	COLA 2% (For Non Contract Staff)	\$ 39,472	\$ 28,944	\$ 5,264	\$ 5,264	\$ -	
AF-1C	COLA 3% (For Non Contract Staff)	\$ 59,208	\$ 43,416	\$ 7,896	\$ 7,896	\$ -	
AF-2A	Mileage Stipends (\$0.15/mile)	\$ 33,840	\$ 33,840	\$ -	\$ -	\$ -	
AF-2B	Mileage Stipends (\$0.25/mile)	\$ 56,400	\$ 56,400	\$ -	\$ -	\$ -	
AF-2C	Mileage Stipends (\$0.33/mile)	\$ 74,448	\$ 74,448	\$ -	\$ -	\$ -	
AF-2D	Mileage Stipends (\$0.67/mile)	\$ 151,152	\$ 151,152	\$ -	\$ -	\$ -	
AF-3	PW Truck - Outfitted - 1 year payment	\$ 16,600	\$ 1,660	\$ 6,640	\$ 6,640	\$ 1,660	
AF-4	CCTV Camera	\$ 75,000	\$ 37,500	\$ -	\$ -	\$ 37,500	
100-30-1	Additional Tree Trimming Services	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000	
100-30-2	Street Maintenance and Repairs ROW Landscape and Trail Refurbishment to include	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	
100-55-1	near the WHAC	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	
100-55-2	Tree and Irrigation Project	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	
REV-1	Monthly Fee - Grinder Pump Maintenance	N/A	\$ -	\$ -	\$ -	\$ -	
Sum of All Items (Not including COLAs or Stipends)		\$ 391,600	\$ 139,160	\$ 6,640	\$ 6,640	\$ 239,160	

Exceptional Item Request Form - FY 2024-2025

Request # AF-1A

Date: 7/8/2024

Requestor: Staff

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

Item Description:

1% COLA (For Non-Contract Staff)

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

Fund 100 - \$14,472

Fund 200 - \$2,632

Fund 800 - \$2,632

Total: \$19,736

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Number of Items or Units:

Cost Per Item or Unit: \$ 19,736

Additional Cost Per Item (Including ongoing maintenance):

Total Cost: \$ 19,736

When Balance Offset Is Needed

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

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

Exceptional Item Request Form - FY 2024-2025

Request # AF-1B

Date: 7/8/2024

Requestor: Staff

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

Item Description:

2% COLA (For Non-Contract Staff)

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

Fund 100 - \$28,944

Fund 200 - \$5,264

Fund 800 - \$5,264

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Number of Items or Units:

Cost Per Item or Unit: \$ 39,472

Additional Cost Per Item (Including ongoing maintenance):

Total Cost: \$ 39,472

When Balance Offset Is Needed

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

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

Exceptional Item Request Form - FY 2024-2025

Request # AF-1C

Date: 7/8/2024

Requestor: Staff

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

Item Description:

3% COLA (For Non-Contract Staff)

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

Fund 100 - \$43,416

Fund 200 - \$7,896

Fund 800 - \$7,896

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Number of Items or Units:

Cost Per Item or Unit: \$ 59,208

Additional Cost Per Item (Including ongoing maintenance):

Total Cost: \$ 59,208

When Balance Offset Is Needed

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

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

Exceptional Item Request Form - FY 2024-2025

Request # AF-2 (A-D)

Date: 7/8/2024

Requestor: Mayor Gavin Massingill

Allocating Additional Funds To:	
Fund Name & No.	All Funds
Department Name & No.	Various
Line Item No. & Description or NEW Line Item Description	5007 - Stipends/Certifications

Item Description:

Mileage Stipends for All Employees (Non-Contract).

At \$0.15/mile the total annual cost to the city would be: \$33,840  
 At \$0.25/mile the total cost to the city would be: \$56,400  
 At \$0.33/mile the total cost to the city would be: \$74,448  
 At \$0.67/mile (federal rate) the total cost to the city would be: \$151,152

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

The average employee has a 48 mile daily round trip commute to work. An employee mileage stipend would compensate employees based on the distance they travel and would provide an incentive for continued employment in Rollingwood.

Number of Items or Units: \_\_\_\_\_

Cost Per Item or Unit: \_\_\_\_\_

Additional Cost (Including ongoing maintenance): \_\_\_\_\_

Total Cost: **Varies**

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_  
 Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_  
 Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_  
 Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_  
 Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_  
 saved amount: \_\_\_\_\_  
 saved amount: \_\_\_\_\_  
 saved amount: \_\_\_\_\_  
 saved amount: \_\_\_\_\_  
 Total Amount Saved: \$ -

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

Employee Mileage Stipend Worksheet

# of Miles	Round Trip	x 20 trips per month (12 for Part Time)	Monthly \$0.15/mile	Annual \$0.15/mile	Monthly \$0.25/mile	Annual \$0.25/mile	Monthly \$0.33/mile	Annual \$0.33/mile	Monthly \$0.67/mile (Federal Rate)	Annual \$0.67/mile (Federal Rate)
24	48	960	\$ 144	\$ 1,728	\$ 240	\$ 2,880	\$ 317	\$ 3,802	\$ 643	\$ 7,718
17	34	680	\$ 102	\$ 1,224	\$ 170	\$ 2,040	\$ 224	\$ 2,693	\$ 456	\$ 5,467
10	20	400	\$ 60	\$ 720	\$ 100	\$ 1,200	\$ 132	\$ 1,584	\$ 268	\$ 3,216
49	98	1960	\$ 294	\$ 3,528	\$ 490	\$ 5,880	\$ 647	\$ 7,762	\$ 1,313	\$ 15,758
10	20	240	\$ 36	\$ 432	\$ 60	\$ 720	\$ 79	\$ 950	\$ 161	\$ 1,930
26	52	1040	\$ 156	\$ 1,872	\$ 260	\$ 3,120	\$ 343	\$ 4,118	\$ 697	\$ 8,362
34	68	1360	\$ 204	\$ 2,448	\$ 340	\$ 4,080	\$ 449	\$ 5,386	\$ 911	\$ 10,934
28	56	1120	\$ 168	\$ 2,016	\$ 280	\$ 3,360	\$ 370	\$ 4,435	\$ 750	\$ 9,005
25	50	1000	\$ 150	\$ 1,800	\$ 250	\$ 3,000	\$ 330	\$ 3,960	\$ 670	\$ 8,040
19	38	760	\$ 114	\$ 1,368	\$ 190	\$ 2,280	\$ 251	\$ 3,010	\$ 509	\$ 6,110
12	24	480	\$ 72	\$ 864	\$ 120	\$ 1,440	\$ 158	\$ 1,901	\$ 322	\$ 3,859
21	42	840	\$ 126	\$ 1,512	\$ 210	\$ 2,520	\$ 277	\$ 3,326	\$ 563	\$ 6,754
33	66	1320	\$ 198	\$ 2,376	\$ 330	\$ 3,960	\$ 436	\$ 5,227	\$ 884	\$ 10,613
19	38	760	\$ 114	\$ 1,368	\$ 190	\$ 2,280	\$ 251	\$ 3,010	\$ 509	\$ 6,110
24	48	960	\$ 144	\$ 1,728	\$ 240	\$ 2,880	\$ 317	\$ 3,802	\$ 643	\$ 7,718
24	48	960	\$ 144	\$ 1,728	\$ 240	\$ 2,880	\$ 317	\$ 3,802	\$ 643	\$ 7,718
27	54	1080	\$ 162	\$ 1,944	\$ 270	\$ 3,240	\$ 356	\$ 4,277	\$ 724	\$ 8,683
21	42	840	\$ 126	\$ 1,512	\$ 210	\$ 2,520	\$ 277	\$ 3,326	\$ 563	\$ 6,754
24	48	960	\$ 144	\$ 1,728	\$ 240	\$ 2,880	\$ 317	\$ 3,802	\$ 643	\$ 7,718
27	54	1080	\$ 162	\$ 1,944	\$ 270	\$ 3,240	\$ 356	\$ 4,277	\$ 724	\$ 8,683
<b>474</b>	<b>948</b>	<b>18800</b>	<b>\$ 2,820</b>	<b>\$ 33,840</b>	<b>\$ 4,700</b>	<b>\$ 56,400</b>	<b>\$ 6,204</b>	<b>\$ 74,448</b>	<b>\$ 12,596</b>	<b>\$ 151,152</b>

	Monthly \$0.15/mile	Annual \$0.15/mile	Monthly \$0.25/mile	Annual \$0.25/mile	Monthly \$0.33/mile	Annual \$0.33/mile	Monthly \$0.67/mile (Federal Rate)	Annual \$0.67/mile (Federal Rate)
Average stipend per employee at different rates:	\$ 141	\$ 1,692	\$ 235	\$ 2,820	\$ 310	\$ 3,722	\$ 630	\$ 7,558

Average Round Trip Per Day Per Employee:	48 Miles
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Exceptional Item Request Form - FY 2024-2025

Request # AF-3

Date: 7/1/2024

Requestor: Izzy Parra

Allocating Additional Funds To:	
Fund Name & No.	General Fund, Water and Wastewater
Department Name & No.	Streets, Parks, Water, Wastewater
Line Item No. & Description or NEW Line Item Description	5494 - Vehicle Financing Note - Debt Services

Item Description:

F-350 4x4 Utility Truck outfitted with tool bed, grill guard, roof mounted warning lights, and winch. The total estimated cost of the vehicle with all necessary equipment and accessories is \$72,000. In the past, the city has financed a public works vehicle and two police vehicles and is proposing to procure this vehicle in the same manner. Government Capital provided an estimate with a true interest cost of 6.068% that included 5 annual payments of \$16,558.83.

10% Streets (100) - \$1,660  
 10% Parks (100) - \$1,660  
 40% Water (200) - \$6,640  
 40% Wastewater (800) - \$6,640  
 Total (All funds) - \$16,600

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

The acquisition of a new heavy-duty truck for the Public Works Department is a strategic investment that will enhance the department's efficiency, safety, and capability to serve the community. Its versatility, reliability, cost-effectiveness, and environmental benefits make it an essential addition to the department's fleet. With this new truck, the department can continue to provide high-quality services and maintain the infrastructure that our community depends on.

Number of Items or Units: 1

Cost Per Item or Unit: \$ 16,600

Next 4 years of payments + maintenance

Additional Cost (Including ongoing maintenance): \$ 71,400 costs

Total Cost: \$ 88,000

When Balance Offset Is Needed

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

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



# GOVERNMENT CAPITAL CORPORATION

345 Miron Drive, Southlake, Texas 76092

July 10, 2024

Ms. Ashley Wayman  
City Administrator  
City of Rollingwood, Texas  
(512) 327-1838

awayman@rollingwoodtx.gov

Dear Ashley,

Thank you for the opportunity to present a budgetary financing illustration for the purchase of a public works vehicle for the City of Rollingwood. I am submitting for your review the following proposed structure:

LENDER:	Government Capital Corporation
ISSUER:	City of Rollingwood, TX
FINANCING STRUCTURE:	Public Property Finance Contract issued under Local Government Code Section 271.005
EQUIPMENT:	public works vehicle
EQUIPMENT COST:	\$72,000.00
ANNUAL PAYMENT TERM:	5 Years
TRUE INTEREST COST:	6.068%
PAYMENT AMOUNT:	\$16,558.83
ASSUMED FUNDING DATE:	August 10, 2024
PAYMENTS BEGINNING:	November 10, 2024, then annually

**Financing for these projects would be simple, fast and easy due to the fact that:**

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ We can provide familiar documentation for your legal counsel.

The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are based on current markets. Upon credit approval, rates may be locked for up to thirty (30) days. If funding does not occur within this time period, rates will be indexed to markets at such time. The above payment amount includes a fee of \$720.00 to cover applicable fees for issuance expense including underwriting, documentation and legal.

Our finance programs are flexible and as always, my job is to make sure you have the best possible experience every time you interact with our brand. We're always open to feedback on how to make your experience better. If you have any questions regarding other payment terms, frequencies, or conditions, please do not hesitate to call. I can be reached at 800-883-1199 or direct 817-722-0227 or via email Marti.Sauls@govcap.com.

With Best Regards,

MARTI SAULS,  
MUNICIPAL FINANCE SPECIALIST

*The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.*



**PRODUCT PRICING SUMMARY**  
**TIPS USA 210907 AUTOMOBILES**  
 VENDOR- Silsbee Ford, 1211 Hwy 96 N., Silsbee TX 77656

End User: CITY OF ROLLINGWOOD Prepared by: COLTON MCDONALD  
 Contact: \_\_\_\_\_ Phone: 409.659.3831  
 Email: \_\_\_\_\_ Email: [CMCDONALD@SILSBEEFLEET.C](mailto:CMCDONALD@SILSBEEFLEET.C)  
 Product Description: FORD F350 REG CAB Date: July 3, 2024

A. Bid Item: \_\_\_\_\_ A. Base Price: \$ **46,995.00**

**B. Factory Options**

Code	Description	Bid Price	Code	Description	Bid Price
F3A/F3C	2023 F350 REG CAB DRW 4X2 56"CA	\$ 1,495.00		CRUISE	\$ -
99A	6.8L V8 GAS	\$ -	X4L	ELECTRONIC LOCKING AXLE	\$ -
Z1	EXTERIOR WHITE	\$ -	53W	5TH WHEEL PREP	\$ 550.00
AS	INTERIOR GRAY VINYL 40/20/40	\$ -			
	POWER EQUIPMENT GROUP/CRUISE	\$ -			
15J	GOOSENECK HITCH	\$ 250.00			
	TRAILER TOWING PKG	\$ -			
	TRAILER BRAKE CONTROLLER	\$ -			

Total of B. Published Options: \$ **2,295.00**

Published Option Discount (5%) \$ **(114.75)**

**C. Unpublished Options**

Description	Bid Price	Options	Bid Price
TRUX UPFIT 2376	\$ 19,838.00		

Total of C. Unpublished Options: \$ **19,838.00**

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ **-**

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ **-**

F. Contract Price Adjustment: PREFERRED CUST \$ **(1,000.00)**

G. Additional Delivery Charge: 255 miles \$ **446.25**

H. Subtotal: \$ **68,459.50**

I. Quantity Ordered 1 x H = \$ **68,459.50**

J. Trade in: \_\_\_\_\_ \$ **-**

K. Total Purchase Price \$ **68,459.50**

**ESTIMATE**

TRUX Service Body & Rigging  
1550 East Cardinal  
Beaumont, TX 77705

rflwrance@truxsbr.com  
+1 (409) 718-0342



**Bill to**

SILSBEE FORD  
1211 US HIGHWAY 96 N  
SILSBEE, TX 77656

**Ship to**

SILSBEE FORD  
1211 US HIGHWAY 96 N  
SILSBEE, TX 77656

**Estimate details**

Estimate no.: 2376  
Estimate date: 07/03/2024  
Expiration date: 08/05/2024

#	Product or service	Description	Qty	Rate	Amount
1.	<b>READING 56" CA FLIP TOP</b>	READING 56" CA SRW WHITE STEEL SERVICE BODY WITH FLIP TOP LIDS, MASTER LOCKS, POWDER COATED WHITE WITH BUMPER, LED LIGHTING , MOUNTING HARDWARE INSTALLED ON 56" CA SRW LWB FORD F-350	1	\$12,284.00	\$12,284.00
2.	<b>BEDLINER</b>	HIGH PRESSURE SPRAY IN BEDLINER IN BED, ON FLIP TOPS AND REAR BUMPER	1	\$600.00	\$600.00
3.	<b>CAMERA RELOCATION</b>	RELOCATE FACTORY CAMERA	1	\$175.00	\$175.00
4.	<b>LADDER RACK</b>	1000# SERVICE BODY LADDER RACK INSTALLED	1	\$2,247.00	\$2,247.00
5.	<b>BUMPER REPLACEMENT</b>	Sport Series Winch Ready Front Bumper Ranch Hand - FBF235BLR INSTALLED	1	\$2,474.00	\$2,474.00
6.	<b>WARN</b>	VR EVO 12 Winch Warn - WAR103254 INSTALLED	1	\$893.00	\$893.00
7.	<b>LED LIGHTING</b>	8891060 - 15 INCH OCTAGONAL LED MINI LIGHT BAR - AMBER WITH MAGNETIC PLATE INSTALLED ROOF OF CAB	1	\$397.00	\$397.00
8.	<b>LED WORK LIGHTS</b>	LED SQUARE WORK LIGHTS MOUNTED TO FRONT & REAR OF TOP OF SERVICE BODY	4	\$192.00	\$768.00
9.					

ATTN : COLTON MCDONALD  
CITY OF ROLLINGWOOD

Total

**\$19,838.00**

Expiry  
date

08/05/2024

### Exceptional Item Request Form - FY 2024-2025

Request # AF-4

Date: 7/8/2024

Requestor: Ismael Parra, Public Works Director

Allocating Additional Funds To:	
Fund Name & No.	100 - General Fund & 800 - Wastewater
Department Name & No.	Streets (100-30) & Wastewater (800-60)
Line Item No. & Description or NEW Line Item Description	5171 - Equipment

**Item Description:**

CCTV Mainline Crawler for Wastewater Mains/Storm Sewer

50% Wastewater (800-60) - \$37,500  
50% Streets (100-30) - \$37,500  
 Total - \$75,000

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

Investing in a CCTV system for inspecting wastewater mains and storm sewers offers several key benefits:

Accurate Inspections: High-resolution video footage allows for precise identification of issues such as blockages, cracks, and leaks, ensuring accurate diagnostics and effective repairs.

Cost Savings: Early detection of potential problems enables timely maintenance, reducing the likelihood of costly emergency repairs and extending the infrastructure's lifespan.

Enhanced Safety: Remote inspections eliminate the need for personnel to enter hazardous environments, improving worker safety and reducing accident risks.

**Number of Items or Units:** 1  
**Cost Per Item or Unit:** \$ 75,000

Future years - estimated for software updates, wheels, hardware etc.

**Additional Cost (Including ongoing maintenance):** \$ 5,000  
**Total Cost:** \$ 80,000

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

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



# RIEZLER CRAWLER CAMERA SYSTEM OVERVIEW

### FWL-100 Accessories

-  Lifhook With Holder
-  Lift Fork
-  Camera Elevator
-  D84
-  D96
-  D97
-  D100
-  D117
-  D122
-  Wheel Transport Case

### Control Unit



MSE-500

### Reels



KTM-7X (125)

KTM-7X (200)

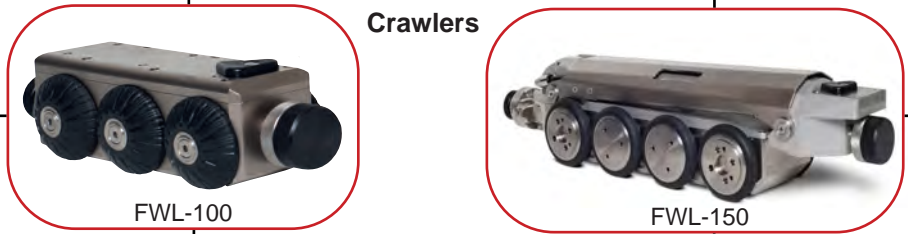
KTA-200

KTA-300

### FWL-150 Accessories

-  D160
-  D215
-  D15 Wheel Transmission
-  Elevator Extension
-  Lift Hook

### Crawlers



FWL-100

FWL-150

### Camera Heads



RIK-45

RSK-60

RSK-78

RZK-115

### Accessories



Locating Sender

Cable Guide

Light

Rearview Camera

Stainless Steel Holder





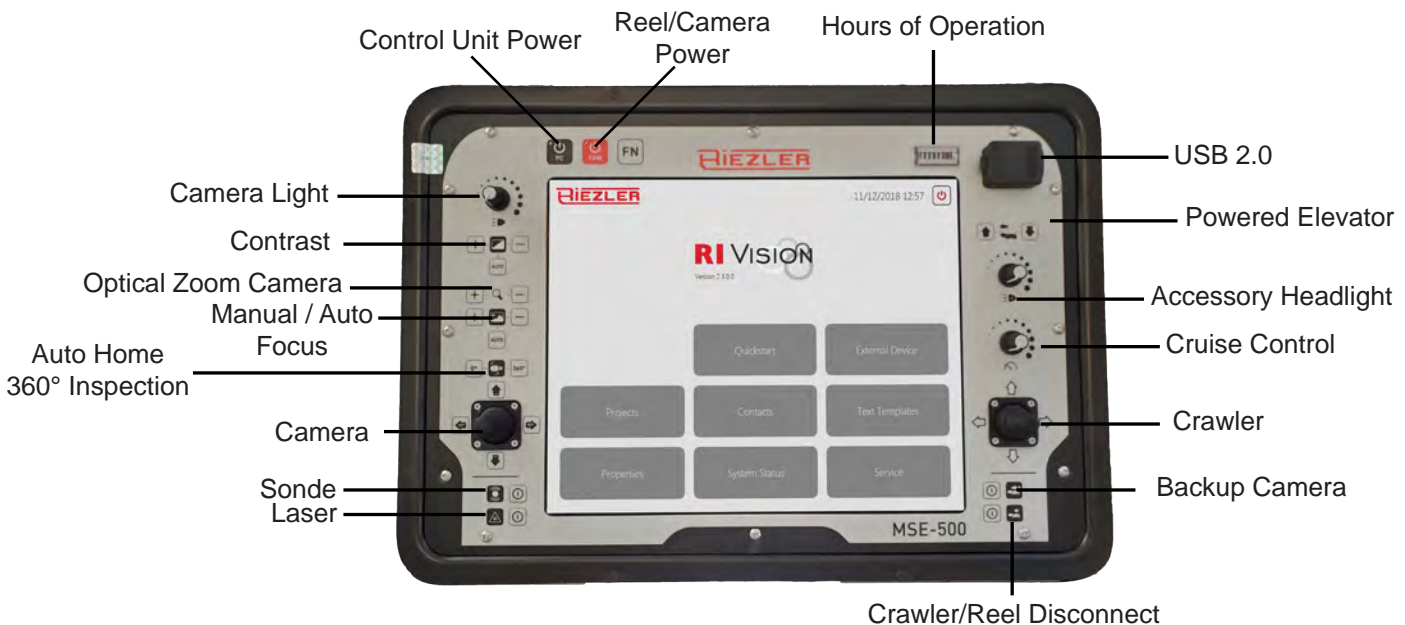
# RIEZLER CRAWLER CAMERA CONTROL UNIT

## MSE-500 CONTROL UNIT

- High resolution daylight visible 12.4" (1024x768p) touchscreen display
- USB ports for optional keyboard / mouse for added control
- Videos and pictures saved on internal memory with option to export to USB device
- Industrial grade PC with 256 GB SSD harddrive (faster boot-up and loading times)
- Free software updates
- 2 x USB 2.0, 1 x RJ45, 1 x Video IN, 1 x Video OUT, 1 x HDMI
- 110-240 V AC power / max. 250 Watts

### CONTROL UNIT SPECIFICATIONS

Dimensions	19.3" L x 15" W x 11.4" H
Weight	22.1 lbs.



# RIEZLER CRAWLER CAMERA SOFTWARE



- Free software updates
- Continuous development of new features
- Integrated digital meter counter including sensor values
- Text database to create damage catalogues
- Multilingual user interface and reports
- Customizable interface (logos, business information, movable data fields)
- Modules to allow for measurement, inclination graphics, reports, and data transfer to 3rd party systems (ex. WinCan)

## In-pipe Readout

Record, Pause, Stop, Picture, Laser, and Comment

Full Screen View

Custom Colored Overlays

Custom Logo

Distance Counter (Editable)

Camera Tilt/Pan PSI Status

Crawler Angle/Pitch PSI Status

Digital Zoom

Digital Pan

Camera and Crawler Status

- Pressure
- Camera Pan and Tilt Degrees
- Crawler Inclination Percent

Current Project List

Pictures / Comments

Distance Counter

System Memory Available

Video Quality

Date and Time Stamps

Project Name	Year	Status
100-001	2018	Completed
100-002	2019	In Progress
100-003	2020	Planned



# RIEZLER CRAWLER CAMERA SOFTWARE MODULES

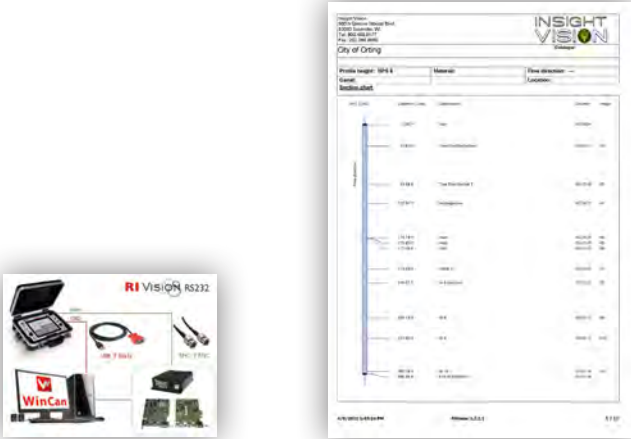
## RI-VISION MODULES

### RiVision Report

- Allows for the creation of country-specific damage catalog reports, directly at the control unit.
- Free updates, when damage catalogs change or are upgraded.
- Compatible with WinCan vX

### RiVision RS232

- Allows for the use of external systems, especially useful when recording inspections with third-party software (ex. WinCan vX) instead of RiVision.



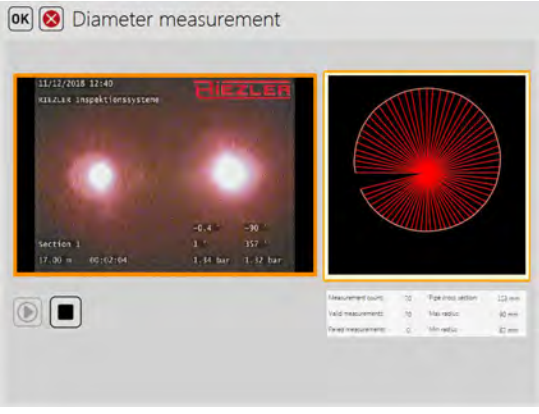
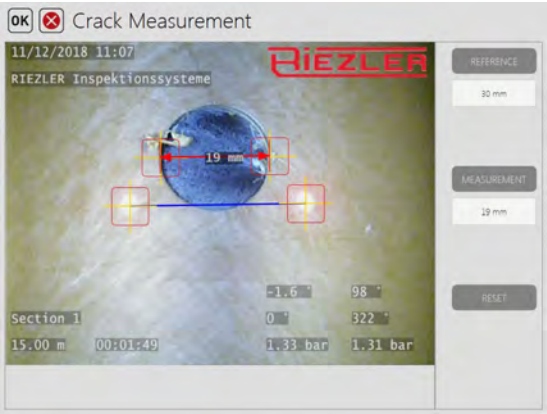
### RiVision Inclination

- Allows for the creation of inclination graphics automatically at the control unit.



### RiVision Measurement

- Allows for precise measurement of cracks and deformations within the pipe, using the full potential of the pan and tilt cameras with integrated parallel lasers.
- Autonomously determine the diameter of the pipe with a touch of a button.



# RIEZLER CRAWLER CAMERA REEL OPTIONS



## KTA-200 MOTORIZED REEL

- Automatic cable position
- Integrated control unit
- 492 - 656 feet of kevlar-reinforced, acid and abrasion resistant camera cable
- Manual or crawler synchronized feed mode
- Adjustable tractive force
- Meter counter with incremental position encoder and output shaft
- Customizable with multiple crawlers and camera heads to choose from

KTA-200 REEL SPECIFICATIONS	
Dimensions	34.7" L x 13.8" W x 18.9" H
Weight	110 lbs. with 200m Cable

## KTA-300 MOTORIZED REEL

- Automatic cable position
- Integrated control unit
- 656 - 1000 feet of kevlar-reinforced, acid and abrasion resistant camera cable
- Manual or crawler synchronized feed mode
- Adjustable tractive force
- Meter counter with incremental position encoder and output shaft
- Customizable with multiple crawlers and camera heads to choose from

KTA-300 REEL SPECIFICATIONS	
Dimensions	37" L x 15.7" W x 22.4" H
Weight	170 lbs. with 300m Cable



## KTM-7x(200) MANUAL REEL



- Stable stainless steel frame
- 656 feet of kevlar-reinforced cable
- Integrated digital meter counter
- Fully customizable with multiple crawlers and camera heads to choose from
- Adjustable break

200m REEL SPECIFICATIONS	
Dimensions	17.7" L x 14.6" W x 21.3" H
Weight	57 lbs. with 200m Cable

## KTM-7x(125) MANUAL REEL

- Stable stainless steel frame
- 410 feet of kevlar-reinforced cable
- Integrated digital meter counter
- Fully customizable with multiple crawlers and camera heads to choose from
- Adjustable break

125m REEL SPECIFICATIONS	
Dimensions	17.7" L x 13.8" W x 21.3" H
Weight	43 lbs. with 125m Cable



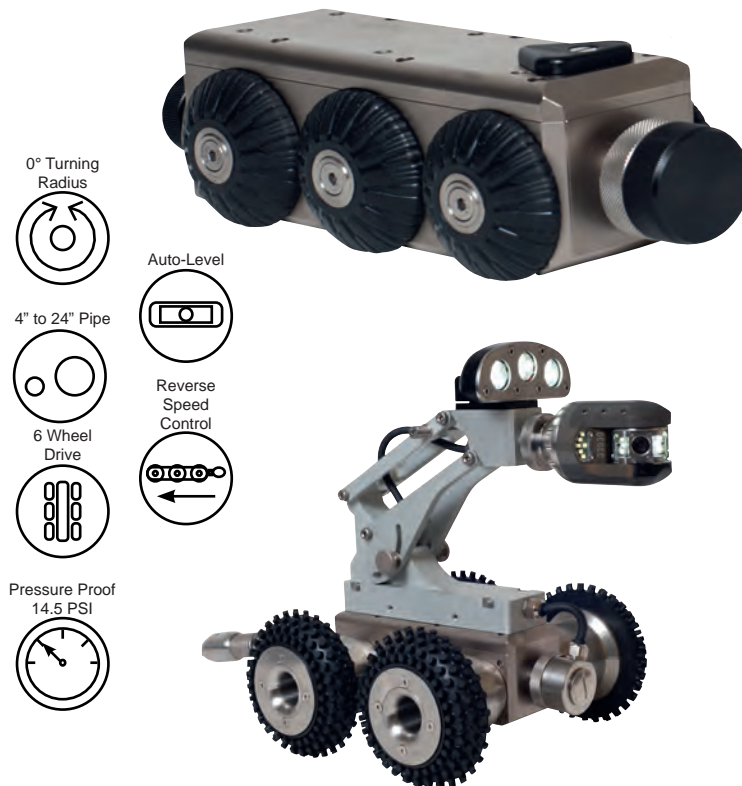
# RIEZLER CRAWLER CAMERA

## CRAWLER OPTIONS

### FWL-100 CRAWLER

- Suitable for use in 4 to 24 inch pipe (with appropriate accessories)
- Speed control in reverse
- Steerable, with 6 powered wheels
- Mechanical camera elevator (optional)
- Pressure-proof till 14.5 PSI
- Internal pressure view
- Tilt measurements long. and lat. axis
- Power supply via control unit
- Fully customizable with multiple camera options

FWL-100 CRAWLER SPECIFICATIONS	
Dimensions	9.5" L x 3.4" W x 3.1" H
Weight	14.55 lbs.
Engine	2 BLDC-engine at 30 Watt
Materials	Brass / Stainless Steel



### FWL-150 CRAWLER





- Suitable for use in 6 to 80 inch pipe (with appropriate accessories)
- Speed control in reverse
- Steerable, with 8 powered wheels
- Electrical powered camera elevator (stock)
- Pressure-proof till 14.5 PSI
- Internal pressure view
- Tilt measurements long. and lat. axis
- Power supply via control unit
- Fully customizable with multiple camera options

FWL-150 CRAWLER SPECIFICATIONS	
Dimensions	21.3" L x 5.1" W x 4.7" H
Weight	40.8 lbs.
Engine	2 BLDC-engine at 50 watt
Materials	Aluminum / Stainless Steel



# RIEZLER CRAWLER CAMERA

## CAMERA OPTIONS

	RIK-45	RSK-78	RSK-60	RZK-115
				
Self Leveling	X	X	X	X
Auto Pan 90°		X	X	X
Auto 360 Inspection		X	X	X
Pressure Supervision and Alarm		X	X	X
Swivel Range		+/- 110°	+/- 115°	+/- 125°
Parallel Laser			X	X
Pipe Size	3" - 16"	4" - 48"	3" - 24"	6" - 80"
Waterproof	72.5 PSI or 130' Depth	72.5 PSI or 130' Depth	72.5 PSI or 130' Depth	72.5 PSI or 130' Depth
LED Lights	12	18 Dimmable	18 Dimmable	30 Dimmable
Lens Angle	85°	85°	68°	4° - 68°
Focus	Fixed	Adjustable	Adjustable	Adjustable and Auto Focus
Zoom	3x Digital From MSE-500	3x Digital From MSE-500	3x Digital From MSE-500	10x Optical 32x Digital
Image Sensor	1/2.8" Color-CMOS	1/2.8" Farb-CMOS	1/4" Color-CMOS	1/3" Color-CMOS
Resolution	700 lines	700 lines	420 lines	700 lines
Dimensions	1.77" Diameter 2.75" Long	3.1" Diameter 4.3" Long	2.36" Diameter 3.94" Long	4.5" Diameter 6.3" Long
Weight	1 Lb	2.1 Lbs	1.5 Lbs	4.8 Lbs

\*All values based on ideal pipe conditions



# RIEZLER CRAWLER CAMERA ACCESSORIES

## FWL-100 Accessories



**Lowering Fork**

Used to lower the small crawler into the pipe



**Lift Hook With Holder**

33 feet of rope with lift hook and holder



**Camera Elevator**

Usable in 12"+ pipe  
Mechanical



**Wheel**

D84

Usable in 6"+ pipe



**Wheel**

D96

Usable in 6"+ pipe  
Metal-grit traction



**Wheel**

D97

Usable in 8"+ pipe



**Wheel**

D100

Usable from 8"+ pipe  
Metal-grit traction



**Wheel**

D117

Usable in 12"+ pipe



**Wheel**

D122

Usable in 12"+ pipe  
Recommended for ducts or flat areas



**Wheel Transport Case**

Stores the spare wheel sets when not in use.

## FWL-150 Accessories



**D15 Wheel Transmission**

Used in 20"+ pipe



**Wheel**

D160

Usable in 12"+ pipe



**Wheel**

D215

Spare wheel for the D15  
Wheel Transmission



**Elevator Extension**

Allows the crawler to inspect pipes 40" - 80"+



**Lift Hook**

33 feet of rope with lift hook

## Accessories for Both



**Rear Camera**

RFK-100

Usable from 4"+ pipe



**Cable Guide**

33 feet of rope with stainless steel cable guide



**Locating Sender**

512khz

Used to be able to locate the crawler underground



**Additional Light**

ZBL-500

Usable from 12"+ pipe  
9 ultrabright LEDs



**Stainless Steel Holder**

Stainless steel holder for the MSE-500 control unit



# RIEZLER CRAWLER CAMERA SERVICE



Insight Vision focuses on providing quick and efficient service for our customers. Most of the service work is done right at our home facility in Saukville, WI. Our expert service technicians are trained to diagnose and repair our full line of camera systems. Unlike some of our competitors, our typical repairs do not take weeks or months to complete.

## *What to Expect*



- One on one customer service
- Expert service technicians
- Quick repair turnaround times (typical repair completed in less than 48 hours)
- Over the phone trouble shooting
- Speak directly to a person, no robotic call ques
- Smooth service experience





**Exceptional Item Request Form - FY 2024-2025**

**Request # 100-30-1**

**Date:** 7/8/2024

**Requestor:** Mayor Gavin Massingill

Allocating Additional Funds To:	
Fund Name & No.	General Fund (100)
Department Name & No.	Streets (30)
Line Item No. & Description or NEW Line Item Description	5161 - Tree Trimming Services

**Item Description:**

Additional Tree Trimming funds for tree trimming in street Rights of Way.

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

Currently the city budgets \$25,000 per year in the street department for tree trimming in street rights of way. The funds are not usually spent until the summer when oak wilt season has passed and we know that the budgeted funds have not been spent for any winter weather events. \$25,000 is not enough to cover the amount of trimming that is needed, and if increased this year to cover more streets, the subsequent year allocations could go back down as we get on a more regular trimming schedule.

**Number of Items or Units:** \_\_\_\_\_

**Cost Per Item or Unit:** \$ \_\_\_\_\_ 50,000

**Additional Cost (Including ongoing maintenance):** \_\_\_\_\_

**Total Cost:** \$ **50,000**

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Total Amount Saved: \$ \_\_\_\_\_ -

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

Exceptional Item Request Form - FY 2024-2025

Request # 100-30-2

Date: 7/8/2024

Requestor: Ismael Parra, Public Works Director

Allocating Additional Funds To:	
Fund Name & No.	100 - General Fund (301 Street Maintenance)
Department Name & No.	30 - Streets
Line Item No. & Description or NEW Line Item Description	5355 - Street Maintenance & Repairs

Item Description:

Street Paving associated with the Pavement Priorities Plan. Exceptional item paid for out of Street Maintenance Fund Unexpended Balance. This item was funded last year at \$150,000 but was not spent. In addition to that amount being carried over, this \$150,000 would allow the city to complete a larger section of the Pavement Priorities Plan.

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

Completing projects from the Pavement Priorities Plan will increase the life of our streets and save the city money over time as streets will be less likely to require more frequent reconstruction.

Number of Items or Units: \_\_\_\_\_

Cost Per Item or Unit: \_\_\_\_\_

Additional Cost (Including ongoing maintenance): \_\_\_\_\_

Total Cost: \$ **150,000**

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Total Amount Saved: \$ -

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

Exceptional Item Request Form - FY 2024-2025

Request # 100-55-1

Date: 7/8/2024

Requestor: Mayor Gavin Massingill

Allocating Additional Funds To:	
Fund Name & No.	100 - General Fund
Department Name & No.	55 - Park
Line Item No. & Description or NEW Line Item Description	5455 - Improvements to Existing Park Assets

Item Description:

ROW Landscape and Trail Refurbishment to Include Pool

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

This item reserves funds to provide ROW Landscape and/or Trail Refurbishment throughout the community, to include potentially a refurbishment of the City Right of Way in front of and adjacent to the park and pool.

Number of Items or Units: \_\_\_\_\_

Cost Per Item or Unit: \_\_\_\_\_

Additional Cost (Including ongoing maintenance): \_\_\_\_\_

Total Cost: \$ **50,000**

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Total Amount Saved: \$ -

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

Exceptional Item Request Form - FY 2024-2025

Request # 100-55-2

Date: 7/8/2024

Requestor: Mayor Massingill, Carrying Item for Park Commission

Allocating Additional Funds To:	
Fund Name & No.	100 - General Fund
Department Name & No.	55 - Park
Line Item No. & Description or NEW Line Item Description	5455 - Improvements to Existing Park Assets

Item Description:

Park Tree and Irrigation project as proposed by the Park Commission at their 7/9/2024 Meeting.

**Motion:** Don Hudson moved to approve the quotation from Maas Verde for adding trees and irrigation per his estimate for \$48,940.87 in the form of an exceptional item for the budget process. Diana Wallace seconded the motion. The motion passed with 5 in favor and 0 against.

Mayor Massingill is carrying this item for the Park Commission

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

The Park Commission has been considering this project over the past months and have met with Maas Verde to understand the best options for adding trees to the park.

Number of Items or Units: \_\_\_\_\_

Cost Per Item or Unit: \_\_\_\_\_

Additional Cost (Including ongoing maintenance): \_\_\_\_\_

Total Cost: \$ **50,000**

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

Total Amount Saved: \$ -

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



**CITY OF ROLLINGWOOD  
403 NIXON DRIVE  
AUSTIN, TEXAS 78746**

**Sales:** Ted Maas  
**Tree Planting and Irrigation**  
403 Nixon Drive Austin, Texas 78746

**Est ID:** EST4663432  
**Date:** May-30-2024

**Tree and Other Planting \$36,077.75**

Scope of work:

- Plant trees along greenspace East of the ball fields, in between the trail and the asphalt parking lot. Also, planting in the triangular area North of the ball field and across the trail from the butterfly garden.
  - Use Microlife, an organic fertilizer, when planting to increase biological activity in the soil.
  - Plant trees in addition to grasses and shrubs around the rootzone of the trees to:
    - Increase water infiltration
    - Increase plant and root system diversity in the soil which increases soil function and nutrient cycling
    - Regulate temperature and moisture within the rootzone of the trees
    - Insulate the tree from wind
- Add native hardwood mulch to planting areas to increase moisture retention.

\*\*\*Plant selection is based on availability at the time of the project.

4 Each	OAK BURR PREMIUM - 65 Gal
5 Each	OAK CHINQUAPIN - 65 Gal
4 Each	OAK MONTEREY - 65 Gal
3 Each	REDBUD TEXAS - 24" Box
1 Each	MEXICAN PLUM - 15 Gal
45 Each	GRASS BIG MUHLY - 3 Gal
45 Each	GRASS GULF MUHLY - 5 Gal
80 Each	GRASS LITTLE BLUESTEM - 1 Gal

35 Each	ANISACANTHUS FLAME - 3 Gal
35 Each	YUCCA TWISTLEAF GREEN - 5 Gal
41 Each	NOLINA LINDHEIMER - 5 Gal
45 Each	SALVIA GREGGII ASSORTED - 3 Gal
85 Each	GRASS SIDE OATS GRAMA - 1 Gal
32 Each	TEXAS AGARITA - 5 Gal
32 Each	ELBOW BUSH - 5 Gal
9 Each	Stakes - Arbor Brace
2 Days	Mini Skid Steer
2 Days	Excavator (2 Ton)
1 Days	Dump Trailer
15 CUYD	Texas Cut Hardwood Mulch
2 Each	Microlife Acidifier 40# - 40#
1 Each	Haul Off and Dump - Soil

<b>Irrigation</b>	<b>\$10,096.75</b>
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Scope of work:

- Install three bubbler irrigation zones for the trees.
- Install three drip irrigation zones for plantings around the newly planted trees.

3 Each	Irrigation Install - Drip Zone
3	Irrigation Install - Bubbler Zone

<b>Subtotal</b>	<b>\$46,174.50</b>
<b>Taxes</b>	<b>\$2,766.37</b>
<b>Estimate Total</b>	<b>\$48,940.87</b>

<b>Contract Payment Summary</b>	
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<b>PO #</b>	<b>Contract #</b>
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**Payment Terms and Conditions**

This Proposal expires 30 days from the date of this email. Upon the acceptance of the work, payment of the unpaid balance Fixed Contract Price when due together with such Value Added Taxes as may be applicable to such payment. The Estimate

total is a Fixed Contract Price and will only change pursuant to section "**Procedure for Extra Work and Changes**" below.

### **Warranty and Tolerances**

- **Payments Received:** The Warranty for the contract is only valid if payment is received in full on acceptance of the work.
- **Maas Verde Representations:** Maas Verde will perform the Scope of Work in a workmanlike and professional manner in compliance with all applicable laws, regulations, codes, and restrictive covenants of which he is made aware.
- **Client Representations:** Client is the legal owner of the Property, or is otherwise authorized to contract for work on the Property. Client has undertaken its own due diligence to ascertain whether the Scope of Work is in compliance with any restrictive covenants, easements, and homeowner association requirements. Client is responsible for ascertaining property boundary and property lines on the Property and is responsible for identifying the location of same. Client will provide Maas Verde, its employees, agents, and subcontractors reasonable access to the Property and agrees to keep the Property clear of all known and potential hazards and agrees to keep pets properly restrained and out of the work area of the Property.
- **Subcontractors:** Maas Verde will perform the Scope of Work with its own employees and/or subcontractors retained by him depending upon the work requirements. Maas Verde will fully pay its subcontractors and in all instances remain responsible for the proper completion of the Scope of Work.
- **Risk of Unknown Conditions:** During the performance of its Scope of Work, Maas Verde may discover unknown or hidden sub-surface conditions, utility lines, water pondage or springs, or other conditions rendering performance of the Scope of Work impracticable. In such eventuality, Maas Verde may at its option renegotiate the Fixed Contract Price and Scope of Work taking into account such conditions, or terminate this Contract with payment owed for work performed prior to termination.
- **Damaged Utilities:** Should damage occur to utilities during construction, Maas Verde is only liable for the cost of the repair. Maas Verde is not liable in any way for inconvenience to the Client caused by damage to the utilities. Damage to neighbors buried utilities, on the Client's property, are the responsibility of the Client.
- **Entire Agreement:** The Contract reflects the entire agreement between Maas Verde and Client. This Contract supersedes all prior written and oral representations. The Contract may not be amended, altered, or supplemented except in writing and signed by both Maas Verde and Client.
- **Dispute Resolution:** If any dispute arises involving performance or payment under this Contract or if any damage or liabilities arise during the performance of the Scope of Work, any and all such controversies between the parties will be submitted to mandatory mediation as a condition precedent to any further proceeding. If such mediation cannot resolve the parties' differences, the parties to this Contract agree to submit to binding arbitration pursuant to the provisions of TEX. CIV. PRAC. & REM. CODE §171.001 et seq. as the parties' sole and exclusive remedy. Any arbitration will take place before a single arbitrator selected by agreement of the parties; however, if the parties cannot agree as to the selection of an arbitrator, the arbitrator will be appointed by a Travis County District Court Judge.

### **Procedure for Extra Work and Changes**

Maas Verde and Client acknowledge and agree that minor inconsistencies or conflicts within the Scope of Work Addendum shall be resolved by Landscaper in its reasonable discretion. Further, unknown conditions on the Property such as concealed conditions on the property, unknown utilities or other sub-surface conditions, might require minor variations or revisions to the Scope of Work as it is being undertaken.

Maas Verde and Client acknowledge and agree that significant changes to the Scope of Work shall cause a revision to the Fixed Contract Price referenced in this Scope of Work and proposal. Significant changes to the Scope of Work will be proposed in the form of a Change Order(s). Maas Verde will not complete any Scope of Work related to any Change Order(s) without written acceptance of the Change Order(s) by the Client.

### Material Tolerances

- Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping. Cedar is expected to crack especially 6X6 up to 3/8 inch gaps and the entire length of the wood. Ipe is expected to crack especially 4X4 up to 3/8 inch gaps and the entire length of the wood.
- Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product and the Client accepts this as a natural and acceptable quality of the stone.
- Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation.
- Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots. Colored concrete consistencies vary from truck to truck; therefore it is not possible to produce an exact match with pours over nine meters. The Client absolves Maas Verde of liability if "smooth" concrete is the desired finish (due to slippage).
- Warranty Time Period: Maas Verde warrants all construction and installation for a period of one year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for three months if there is an approved irrigation system.
- Client Responsibilities: The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements in order for the Warranty to remain in affect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of Maas Verde. For example, flooding eaves troughs that damage plants, fallen branches, animal caused damage, frozen/burst irrigation or drainage pipes that were not seasonally drained at the proper time, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations – void all warranties provided by Maas Verde.
- Use of Client Selected and Approved Substandard Materials: Client recognized and agrees that if the Client has chosen and approved the use of substandard materials for any application that the one year warranty will be void or otherwise limited in writing on those items so impacted, but will remain in affect for all other elements of the project not impacted directly or indirectly by use of substandard materials. Maas Verde will notify in writing to the Client any material that the Client has selected that would negatively impact the one year warranty of Maas Verde – prior to purchasing and/or installing such materials.
- Material Grades: The Client recognizes that all materials come in a range of grades of quality and finishes, and that natural materials are not perfect. Natural wood have knots, and other natural materials have variability in color due to a wide range of factors, and that sample while useful in material selection decision-making, cannot be expected to accurately represent the total completed surface of a given construction or installation. Maas Verde shall endeavor to enable the Client to see or understand the representative range of color, surface texture, and related of all materials begin seriously considered for installation on a project, however, it will be responsibility of the Client for the final selection of those materials. Once the selection has been approved by the Client, the Client will be responsible for all costs associated with changing any given material should the Client change their mind during or after material is purchased or constructed.

### Planting + Plant Warranty

- *Trees*: All trees are warranted for one growing season from the date of installation, provided that Maas Verde is in agreement that the plants are sufficiently hardy and appropriate for the soil, climate, and weather conditions associated with the site, and that they are properly maintained in keeping with standards for assuring the longevity of such plants, including automatic irrigation.
- *Shrubs and Perennials*: Shrubs and Perennials are guaranteed for thirty days from the date of installation, provided that Maas Verde is in agreement that the plants are sufficiently hardy and appropriate for the soil, climate, and weather conditions associated with the site, and that they are properly maintained in keeping with standards for assuring the longevity of such plants, including automatic irrigation.



- *Plant Seasonality:* Various plants, bushes, shrubs, and trees have ideal times for planting. Planting out of season at the request of Clients will void any warranty for those plants. Maas Verde will point out in writing to the Client any requested planting that will void the warranty on those plants so affected by out of season planting. The Client reserves the right to request that plants that cannot be planted with out voiding the warranty be exchanged or planted in the next plantable season without any additional costs being borne by the Client.
- *Plant Availability:* In some instances, some plants, shrubs, bushes, and trees may not be readily available to procure in time for the required planting period associated with the Contract. In that event, Maas Verde will work closely with the Client to provide a approved substitution(s) – subject to availability.
- *Plant Diseases:* Should the Client recognize ill health in the plants, shrubs, bushes, or trees that have been supplied under the Contract, it is the Client's responsibility to immediately inform Maas Verde. Maas Verde will determine the nature and source if the illness. If it is deemed that the plant was infected prior to installation, Maas Verde reserves the right to first using herbicides, fertilizers, and insecticides to return the plants to good health. Should efforts to restore the plant's health fail, the Client is entitled to a refund only. Due to plant availability, the Client assumes the risk and liability of rare specimens. However, Maas Verde reserves the right to remove all or a portion of the warranty depending upon the nature of the source of the plant infections and the approved policies of Maas Verde. In all cases, Maas Verde shall work with the Client to minimize damage to the existing Contract related plants.
- *Plant Replacement:* Maas Verde is entitled to up to one year to source, match and replace dead or ill plants (due to scarcity). The Client reserves the right to either a full refund within one year or wait for a suitable replacement. Should the plant be a matching pair or series, and it is not possible to replace, Maas Verde agrees to replace all plants in the series or pair at Maas Verde's cost.
- *Lawns:* All new sod under shade are not guaranteed. New lawns are guaranteed to be healthy at time of installation only. Should new sod be damaged due to animals (pets or wild animals, i.e. raccoons, skunks) the Client will incur all costs for replacement.
- *Water Plants:* Water plants are guaranteed for same-planted season only.
- *Weeds:* Maas Verde shall use it's efforts to minimize any weeds, however, Maas Verde shall not be required to inspect or otherwise ensure that there is no weed or other unwanted plant matter upon the Client's property in any soil or root balls/planting container of plant materials, nor shall it provide warranty for the removal of existing weeds.
- *Directions for Maintaining Plant Material:* Maas Verde will provide, verbally or in writing, a guide for the care and maintenance of all planning provided. Failure to comply with the guidelines set out therein shall void any warranty or guarantee provided by Maas Verde whether express or implied.
- *Replacement plant material:* Maas Verde does not guarantee plant material that has been transplanted on site. Replacement plant material is not guaranteed.
- *Required Maintenance:* Maas Verde will provide technical direction, verbally or in writing, for all plant material constructed, erected, implemented or planted on the site as part of the Contract. Failure to follow the recommendations with equal, equivalent or superior maintenance efforts, tools and resources will void any Maas Verde warranty on items so affected. Where Maas Verde recognizes that the Client lacks sufficient resources (water pressure, power outlets, and related) to enable the full maintenance and enjoyment of the materials, construction(s) and/or horticultural elements associated with this Contract, Maas Verde will also inform the Client and recommend possible solutions. However, Maas Verde is not obligated to be wary of such needs or to account for them in this Contract in terms of design, construction or costs, and the Client fully accepts responsibility for obtaining such knowledge and acting accordingly.
- *Water Supply:* Where water supply becomes an issue and negatively detracts from ponds, waterfalls, and other water features, the Client recognizes and agrees that such problems are the sole responsibility of the Client.

**Contractor:**   
\_\_\_\_\_ Ted Maas

**Client:** \_\_\_\_\_

**Signature Date:** \_\_\_\_\_ 06/05/2024

**Signature Date:** \_\_\_\_\_

**Email:** ted@maasverde.com

Exceptional Item Request Form - FY 2024-2025

Request # REV-1

Date: 7/8/2024

Requestor: Mayor Gavin Massingill

Allocating Additional Funds To:	
Fund Name & No.	800 - Wastewater
Department Name & No.	60 - Non-Departmental
Line Item No. & Description or NEW Line Item Description	New Revenue Line Item - Monthly Fee for Grinder Pump Maintenance

Item Description:

Currently the City of Rollingwood pays for maintenance on the ~220 wastewater Grinder Pumps located throughout the city. These are located on private properties and were installed as part of the wastewater distribution system. In 2024, the city has spent almost \$30,000 maintaining these grinder pumps (an average of about \$4,200 per month). This item proposes a discussion about possibly creating a monthly fee for customers that have a grinder pump on their property to recover some of the costs associated with maintaining them.

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

This would reallocate the cost of maintenance of these pumps from all residents/customers to those who utilize them. This would also increase awareness and education about how residents can help ensure the longevity of their grinder pumps by not flushing material that can damage them.

Adoption of this exceptional item simply establishes the revenue line item in the budget to allow for the future policy decision.

Number of Items or Units: \_\_\_\_\_

Cost Per Item or Unit: \_\_\_\_\_

Additional Cost (Including ongoing maintenance): \_\_\_\_\_

Total Cost: **N/A**

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

Offset Savings From Fund/Dept./Line Item No.: \_\_\_\_\_

saved amount: \_\_\_\_\_

saved amount: \_\_\_\_\_

saved amount: \_\_\_\_\_

saved amount: \_\_\_\_\_

saved amount: \_\_\_\_\_

Total Amount Saved: \$ -

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

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Presentation, discussion and possible action on a Long-Term Pavement Priorities Plan prepared by WSB

**Description:**

Last Fiscal Year, Rollingwood contracted with WSB and Associates to complete a Pavement Condition Assessment. That report provided detail on the condition of the city's streets. This is the second phase of that project in which WSB has provided a Long-Term Pavement Priorities Plan. This Plan uses the information discovered about the condition of the city's streets and recommends and prioritizes maintenance to maintain or improve the city's overall pavement condition score.

**Action Requested:**

To approve the Long-Term Pavement Priorities Plan prepared by WSB.

**Fiscal Impacts:**

The plan details estimated maintenance costs based on the recommended actions, which will all be budgeted and approved by Council before they will be incurred.

**Attachments:**

- Presentation from WSB and Associates
- Long-Term Pavement Priorities Plan

# 2024 Long-Term Pavement Priorities Plan



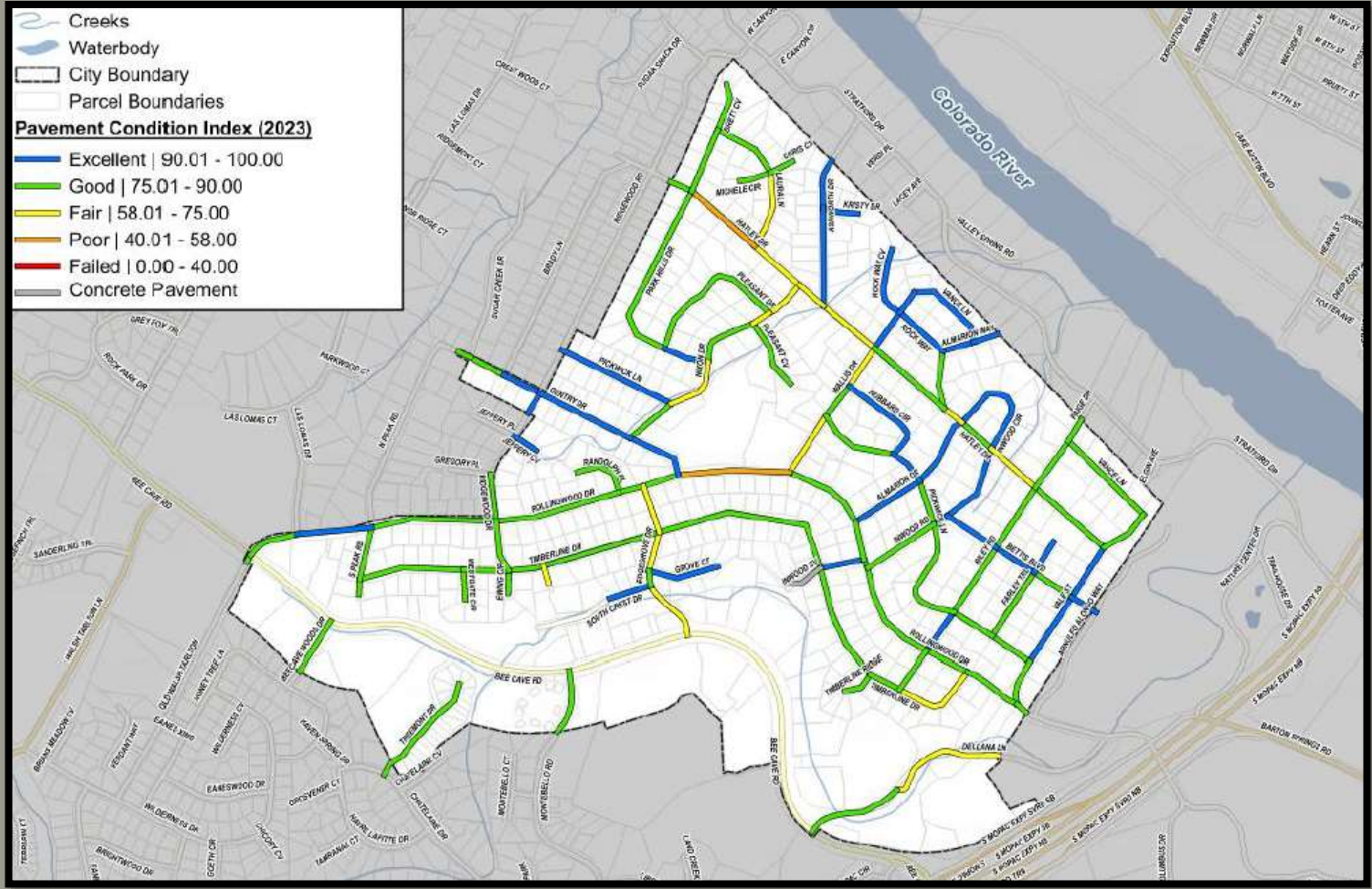
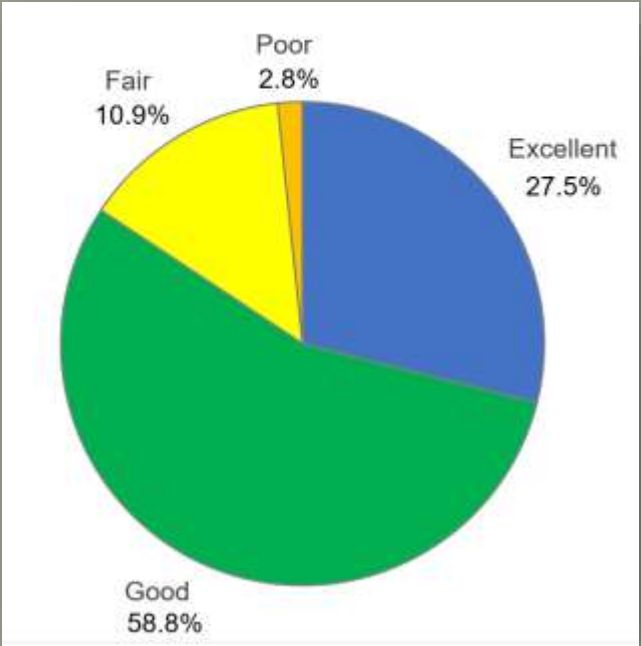
## Objective

1. List Rollingwood's Pavement Maintenance Priorities
2. Recommend treatment types, develop cost estimates, map priorities
3. Goal is to maintain condition of Rollingwood's streets (2023 Pavement Management Report).

## 2024 Long-Term Pavement Priorities Plan

- Incorporated ongoing/planned utility projects.
- Recommended preventative maintenance streets and specific treatment type.
- Recommended mill and overlay of fair condition streets.
- Recommended reclamation for poor condition streets.
- Developed maps, cost estimates, and recommendations when bidding pavement maintenance projects.

# Existing Conditions

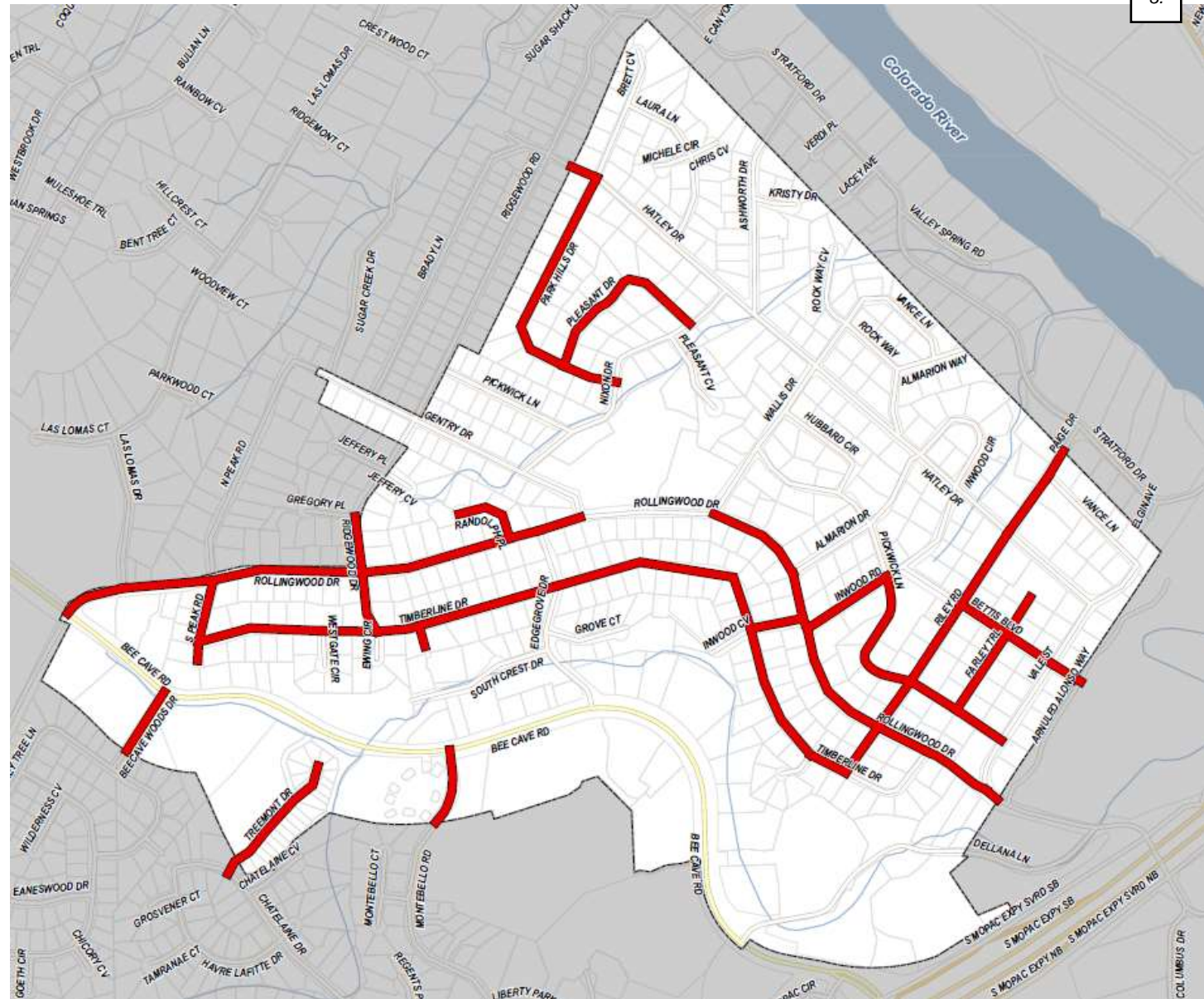


Average PCI in Rollingwood  
**Good: 84.4**

Category	Pavement Condition Index (PCI)	Recommended Strategy
Excellent	90.01 – 100.00	Corrective Maintenance
★ Good	75.01 – 90.00	Preventative Maintenance
Fair	58.01 – 75.00	Mill/Overlay
Poor	40.01 – 58.00	Reclamation
Failed	0.00 – 40.00	Reconstruction

# Priority 1 Preventative Maintenance

- Maintain “good” condition streets.
- ~4.5 miles or 43% of Rollingwood’s streets.
- Options include fog seal, chip seal, rejuvenation, thinlay, crack seal, pothole repairs.
- WSB recommends rejuvenation as most cost effective and impactful treatment.
- Rejuvenation improves durability of the pavement by preventing or reversing the oxidation in the pavement; seals out moisture by restoring the aggregate and asphalt bond.
- Life: 5-7 years





# Rejuvenation Details

Rejuvenators like Reclamite improve the durability of asphalt pavement by preventing or reversing the oxidation that causes asphalt binder to dry out and crack. This treatment also seals pavements to protect against moisture.

Reclamite is used throughout Central Texas: Travis County, Cedar Park, Leander. Procurement is based on a performance-based specification.

Traffic allowed on road within 2 hours of application.

Roughly \$1.30-\$1.50/SY and includes the following:

- Test locations to evaluate applicability
- Door hanger notifications to affected properties
- Pre-street sweeping
- Traffic control to shut down ½ of the street
- Emulsion application\*

- Light sanding
- Removal of traffic control
- By end of day or next day: Traffic control and treatment of remaining ½ of the street
- Next-day street sweeping

*\*A tint is added to the emulsion for application purposes. Tint will disappear within 10-20 minutes of application. There is no change to the roadway surface color except for the rejuvenated pavement surface change.*

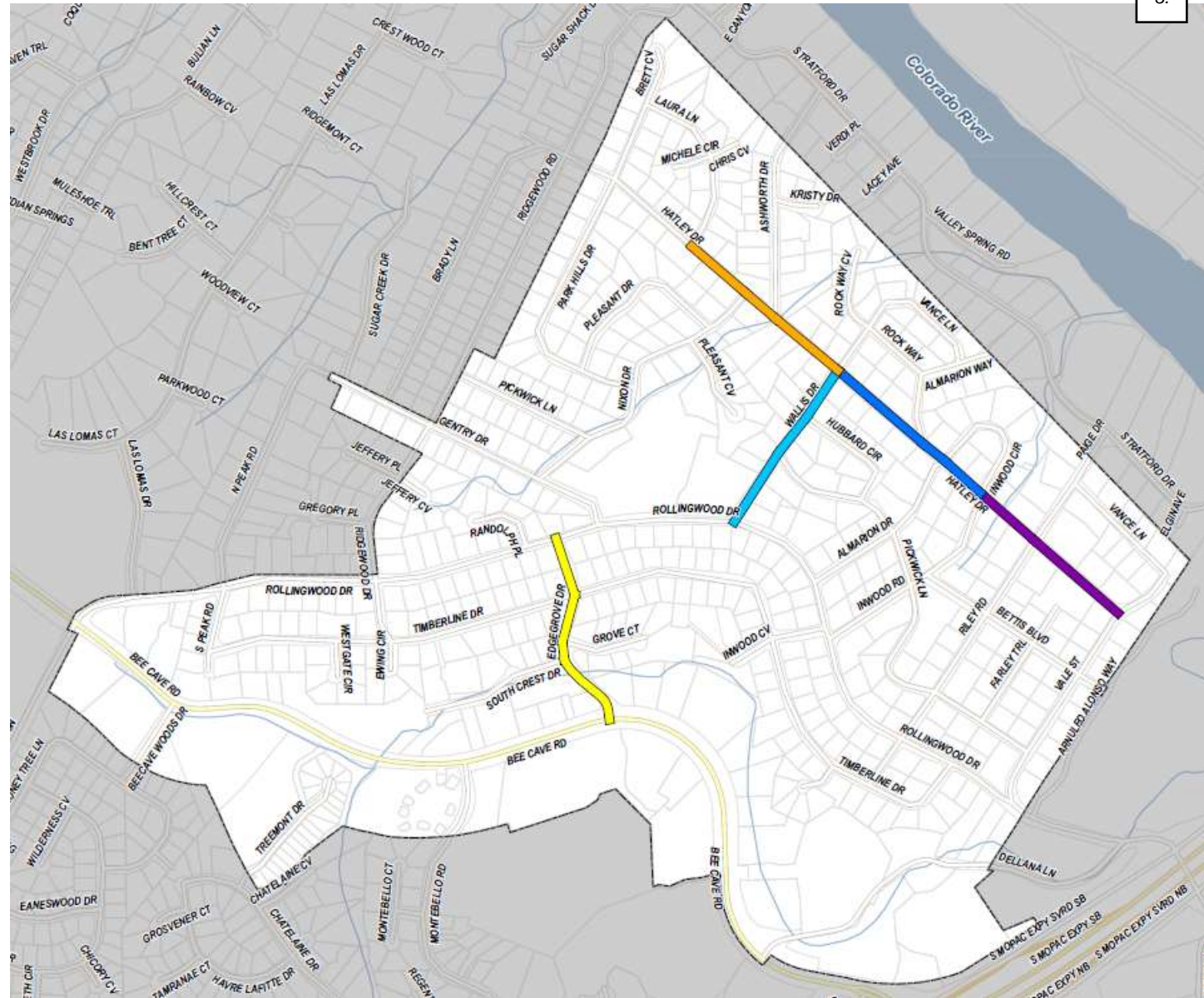


# Priority 2 Mill and Overlay

- Maintain “fair” condition streets.
- ~1.1 miles or 10.6% of Rollingwood’s streets.
- WSB recommends 2” mill and overlay to replace riding surface and provide structural improvement to roadways.
- Life: 7-15 years

## Mill and Overlay Streets

1. Hatley Drive between Laura Lane & Wallis Drive
2. Edgewood Drive between Rollingwood Drive & Bee Cave Road
3. Wallis Drive between Rollingwood Drive & Hatley Drive
4. Hatley Drive between Wallis Drive & Inwood Drive
5. Hatley Drive between Inwood Drive & Vale Street

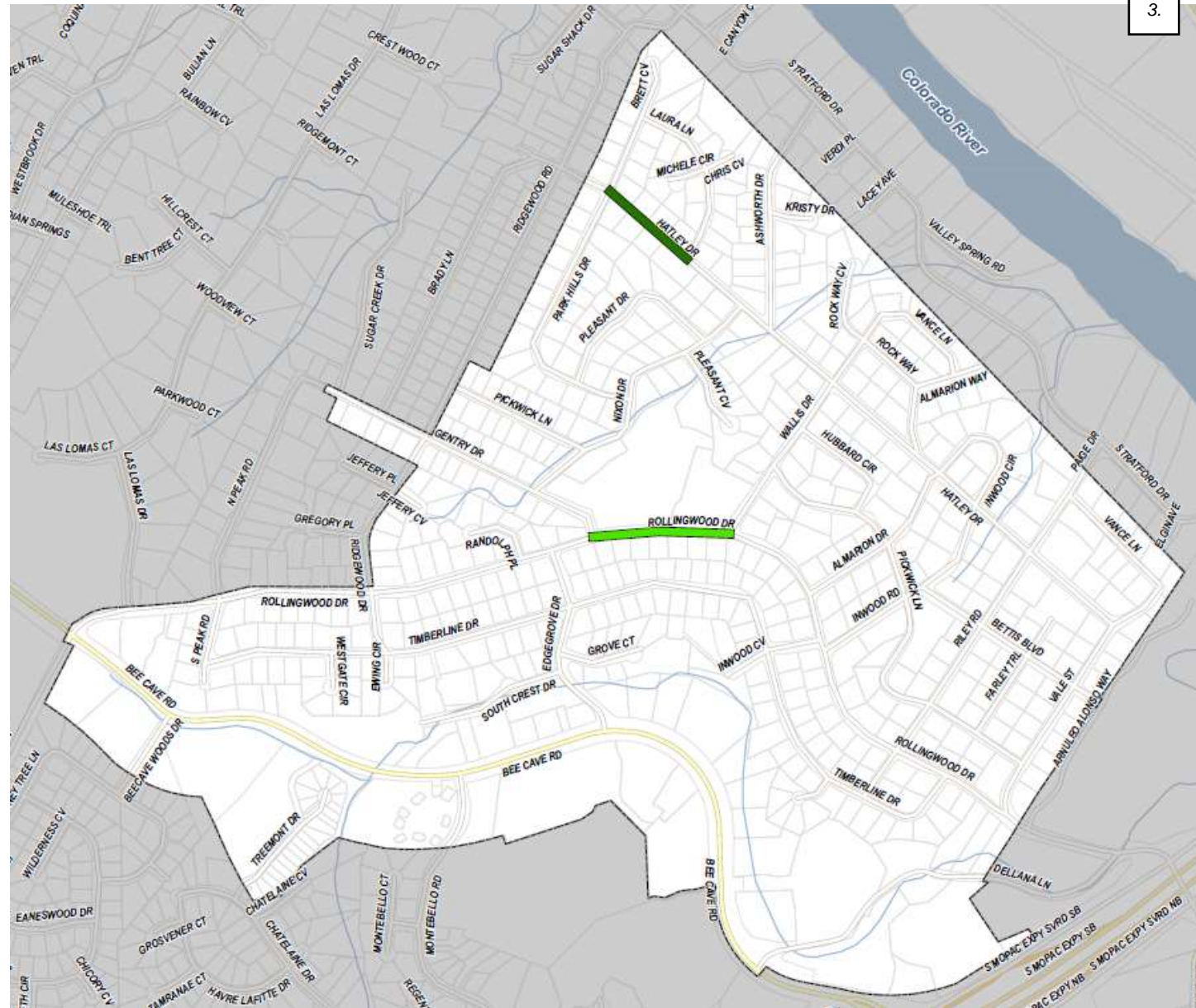


# Priority 3 Reclamation

- Maintain “poor” condition streets.
- ~0.3 miles or 2.8% of Rollingwood’s streets.
- WSB recommends a full-depth reclamation to repair the structure of specific streets. This includes pulverizing existing pavement, blending the aggregate together, recompacting, and paving a new driving surface.
- Recommend pavement coring to confirm reclamation type.
- Life: 15-30 years

## Reclamation Streets

1. Hatley Drive between Park Hills Drive/Brett Cove & Laura Lane
2. Rollingwood Drive between Gentry Drive & Wallis Drive



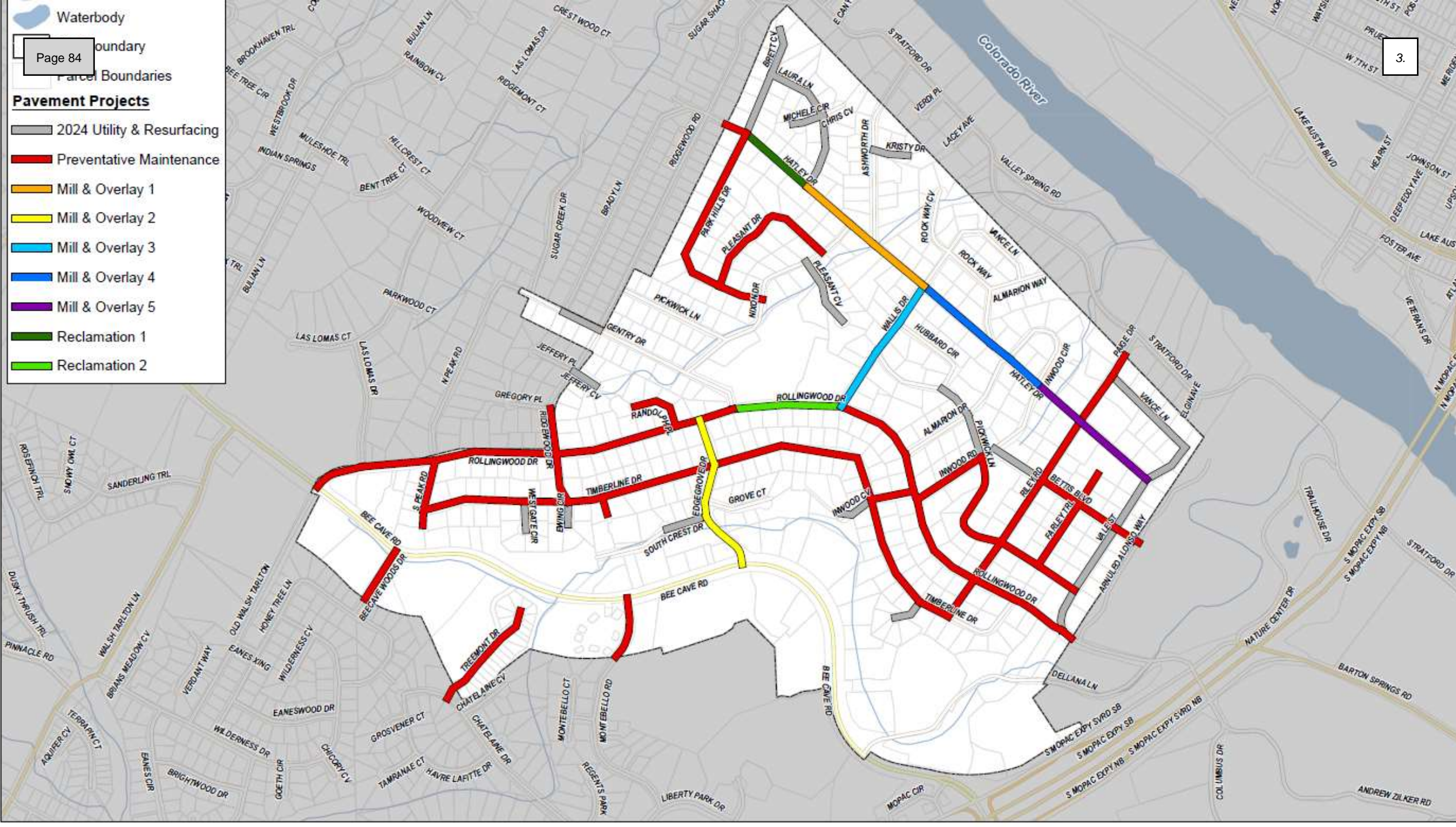
Waterbody

boundary

Parcel Boundaries

**Pavement Projects**

- 2024 Utility & Resurfacing
- Preventative Maintenance
- Mill & Overlay 1
- Mill & Overlay 2
- Mill & Overlay 3
- Mill & Overlay 4
- Mill & Overlay 5
- Reclamation 1
- Reclamation 2



# Pavement Priorities Estimated Costs

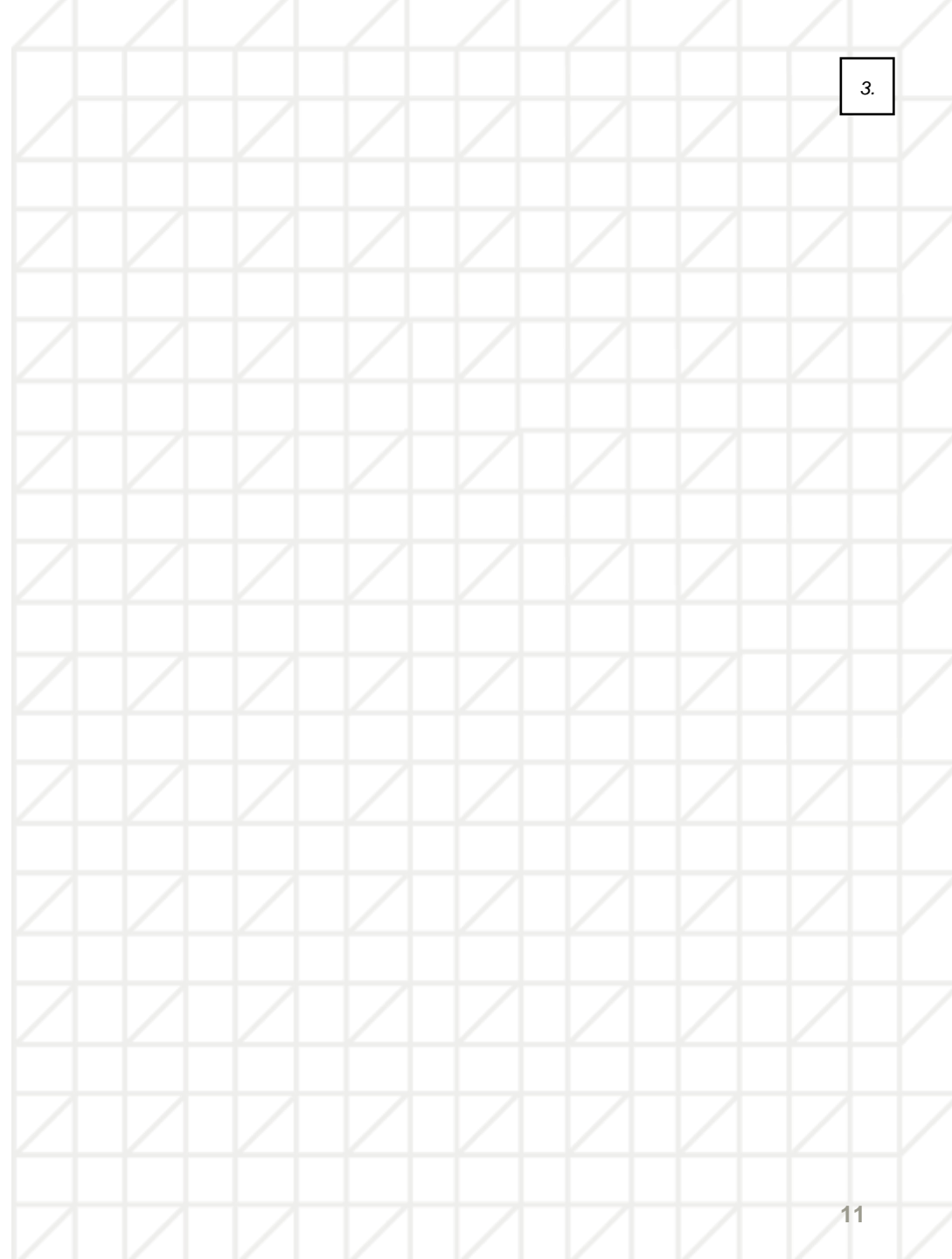
Priority	Treatment Type	Location	Square Yards	Unit Cost	Budgetary Cost Estimate
1	Rejuvenation	City-wide	75,800	\$1.30	\$110,000
2A	Mill and Overlay  Total = \$625,000	Hatley Drive between Laura Lane and Wallis Drive	3,600	\$31.49	\$125,000
2B		Edgewood Drive between Rollingwood Drive and Bee Cave Road	3,800	\$31.49	\$135,000
2C		Wallis Drive between Rollingwood Drive and Hatley Drive	3,400	\$31.49	\$120,000
2D		Hatley Drive between Wallis Drive and Inwood Drive	3,500	\$31.49	\$125,000
2E		Hatley Drive between Inwood Drive and Vale Street	3,400	\$31.49	\$120,000
3A	Full-Depth Reclamation	Hatley Drive between Park Hills Drive/Brett Cove and Laura Lane	1,900	\$55.98	\$120,000
3B		Rollingwood Drive between Gentry Drive and Wallis Drive	3,900	\$55.98	\$250,000
<b>TOTAL</b>			<b>99,300</b>		<b>\$1,105,000</b>

# Next Steps and Recommendation

1. Develop and issue bid package for rejuvenation project first.
2. Allocate funding for pavement maintenance to maintain fund balance to execute priority projects.
3. Annually develop bid packages to meet available funding.
4. Continue to evaluate streets year after year for significant changes.



THANK YOU



# Long-Term Pavement Priorities Plan

## Rollingwood, Texas

Prepared for:



Prepared by:

Angellia Points, PE  
Matthew Henderson, PE





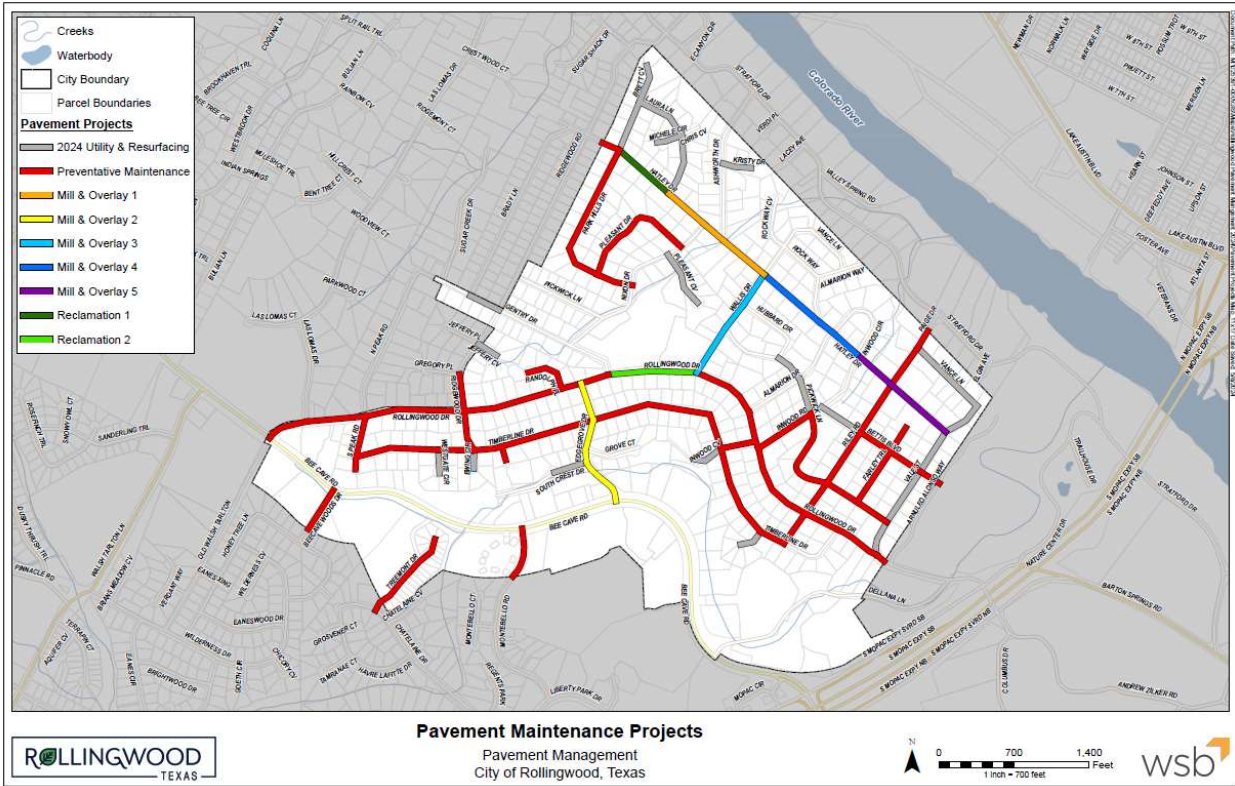
### I. Executive Summary

This memorandum summarizes Rollingwood’s top priorities for pavement maintenance using the 2023 Pavement Management Report and condition ratings.

This memo groups segments and recommends a specific treatment type in accordance with Scenario 3 as described in the 2023 Pavement Management Report. The recommended maintenance strategy is to maintain the City’s pavement in the current (2023) condition the City of Rollingwood is accustomed to over the next five years.

This memo provides the top-priority street maintenance groupings to accomplish that goal. Projects are grouped into three treatment types: preventative maintenance by rejuvenation, 2-inch mill and overlay, and reclamation as shown in the following map.

Figure I.A. Rollingwood Pavement Maintenance Priority Map



Although an annual budget of approximately \$275,000 to \$300,000 appears necessary to keep Rollingwood’s pavement in the current (2023) condition, the level of funding for street maintenance selection may vary over time. This prioritization is meant to give the City a list of scalable projects to accomplish as funding becomes available. Cost estimates and project scoping notes are included in this memorandum.



## II. 2023 Pavement Management Report Summary

The findings of the pavement inspection of the road segments in Rollingwood performed by WSB and completed in August 2023 were detailed in a 2023 Pavement Management Report. Pavement analysis was performed by WSB using the PAVER program to project the future condition of the City’s pavement and make maintenance recommendations.

Here is a summary of the October 2023 Pavement Management Report:

- 10.4 miles of city roads were evaluated in Rollingwood.
- Most bituminous roadways at the time of inspection were in Excellent or Good condition, but several are approaching a critical condition stage if no maintenance is done. The following table shows how much of the City’s pavement is in each condition category at the time of inspection.

Table II.A. 2023 Pavement Maintenance PCI Summary

Pavement Condition Index	Mileage	Percent of System by Area
Excellent Category (90.01 – 100.00)	2.8	27.5 %
Good Category (75.01 – 90.00)	6.0	58.8 %
Fair Category (58.01 – 75.00)	1.3	10.9 %
Poor Category (40.01 – 58.00)	0.3	2.8 %
Failed Category (0.00 – 40.00)	0.0	0.0 %
<b>TOTAL</b>	<b>10.4</b>	<b>100%</b>

- The weighted average Pavement Condition Index (PCI) for bituminous roads in Rollingwood in 2023 was 84.4. PCI is based on a 0 to 100 scale, with higher PCI values corresponding to better road conditions.
- Specific treatment types were recommended for the specific PCI rating of each roadway.

### Methodology to Maintain Current Average PCI (Scenario 3)

Funding and Maintenance Scenario 3 from the 2023 Pavement Management Report examined what budget would be needed to maintain an average PCI of 84.4 over the life of the City’s Capital Improvement Plan (CIP). If funds are spent optimally, the 2023 model showed that an annual budget of approximately \$275,000-\$300,000 is needed to ensure an average PCI of 84.4 is achieved each year until 2028. However, City funding and capacity change over time.

To maintain Rollingwood’s PCI, WSB recommends prioritizing extensive preventative maintenance on “Good” condition segments to extend the life and condition of these segments. The City has many roads in this condition category and it is important to preserve these segments before they require more costly repairs. WSB recommends then addressing the “Fair” condition segments with a more structural improvement. Lastly, “Poor” condition streets can be restored with a more robust treatment to address any larger structural concerns before a full reconstruction is required.



### III. Approach to Rollingwood's Pavement Maintenance Priorities

WSB acknowledges the City of Rollingwood has a current and ongoing water bond program that affects many of the City’s roadways. The City proactively required any pavement disturbed by the water bond program projects to be milled and overlaid as part of the waterline project(s). The City also has two drainage improvement projects that have or will impact roadways. Those projects included the following:

- Water CIP Bond Program Packages 1-4: Numerous streets throughout the City, each milled and receiving 2” of new Type D HMA.
- Hubbard-Hatley Drainage Improvements: Trench area asphalt repair.
- Nixon-Pleasant Drainage Improvements: Full-depth pavement repair with some areas receiving a 0-2” mill and overlay repair.

Before considering future pavement maintenance projects, WSB modified the City’s PAVER database to reflect the new Pavement Condition Index (PCI) for each newly overlaid street affected by the waterline and drainage projects. As a result, each newly milled and overlaid road was re-classified to the “Excellent” condition category. Therefore, the recommended pavement maintenance priorities will not involve maintenance on any of the newly repaired segments.

With the 2024 utility projects, the revised pavement condition indices by category are shown below.

*Table II.B. Revised Pavement Maintenance PCI Summary Post-Utility Projects*

<b>Pavement Condition Index</b>	<b>Mileage</b>	<b>Percent of System by Area</b>
Excellent Category (90.01 – 100.00)	3.9	37.1 %
Good Category (75.01 – 90.00)	5.0	50.1 %
Fair Category (58.01 – 75.00)	1.2	9.9 %
Poor Category (40.01 – 58.00)	0.3	2.8 %
Failed Category (0.00 – 40.00)	0.0	0.0 %
<b>TOTAL</b>	<b>10.4</b>	<b>100%</b>

All other remaining streets and their corresponding PCI ratings were considered when creating priority groupings for pavement maintenance.

Timing is important when considering which segment should receive maintenance. Over time, every street segment deteriorates. An appropriate fix for a street now will likely not be the most effective treatment in several years. WSB considered standard pavement degradation when prioritizing street repairs for the City but an inspection of each street should be completed before implementing any project to ensure no unexpected deterioration has occurred.

Also, not every street in Rollingwood is recommended to receive treatment at this time and therefore is not included in the priority lists. It is important to have contiguous, cost-effective groupings of streets from a pavement longevity perspective but also, more importantly, from a public relations perspective. Some streets may be in fair or good condition, but WSB

recommends waiting on treating a specific segment of the street to align with the adjoining segment, which may be in better condition.

### Maintenance Recommendations

WSB recommends Rollingwood proceed with a single, widespread preventative maintenance treatment project as their first priority. This treatment type can reach many segments across the City due to the lower unit cost. There are many options for pavement maintenance treatments. WSB recommends rejuvenation for Rollingwood's streets.

Secondly, the City has many roads in "Fair" condition. The PAVER model in Scenario 3 shows to improve many of these specific segments, especially before they reach the point where they will need a much more expensive repair. The recommended treatment for "Fair" condition streets is a 2" mill and overlay for the full width of the street.

Lastly, WSB recommends funding reclamation projects to repair and restore the worst segments in the City, which includes two segments with "Poor" condition ratings. "Poor" segments typically display deterioration through the entire pavement section. At this stage of a pavement's life, a mill and overlay is no longer a long-term solution. Reclamation projects are a cost-effective way to replace the entire pavement section.

WSB performed detailed pavement inspections of all City streets in 2023. However, visual assessments cannot capture subsurface conditions. Since the recommended maintenance strategies are based on these visual inspections, a pavement forensic study should be conducted less than two years before all major maintenance projects (mill/overlay and reclamation) to ensure the proper repair is implemented. Pavement forensics include pavement coring.

Pavement coring has been shown to save cities money by ensuring the proper and most cost-effective project is implemented. A road that looks like it may need to be reclaimed based only on a visual inspection may be a candidate for a much less costly mill/overlay project if coring reveals the underlying pavement and base is still in good condition. Conversely, coring may reveal that implementing a mill/overlay on a project that looks like it should receive one would be a waste of resources because a more robust repair is needed to repair poor base or underlying pavement. Pavement core data also assists engineers in properly designing mill/overlay and reclamation projects. The pavement forensic information can be used to determine how thick a layer should be milled/overlayed or if stabilizer is needed during a reclamation project. The cost of pavement coring varies greatly depending on location, quantity of cores needed, and how much analysis is needed but can be roughly estimated at \$300-\$500/core. The number of recommended cores will depend on the segments in question and the conditions encountered in the field. The recommended frequency of cores can be as much as a multiple cores per block (if conditions vary significantly and questionable pavement is encountered) to one core for every few blocks (if conditions are consistent and no surprises are encountered). The cost of pavement forensic coring is a small investment to make sure a major pavement repair is properly designed and implemented. If needed, WSB can assist Rollingwood with coring and forensics.

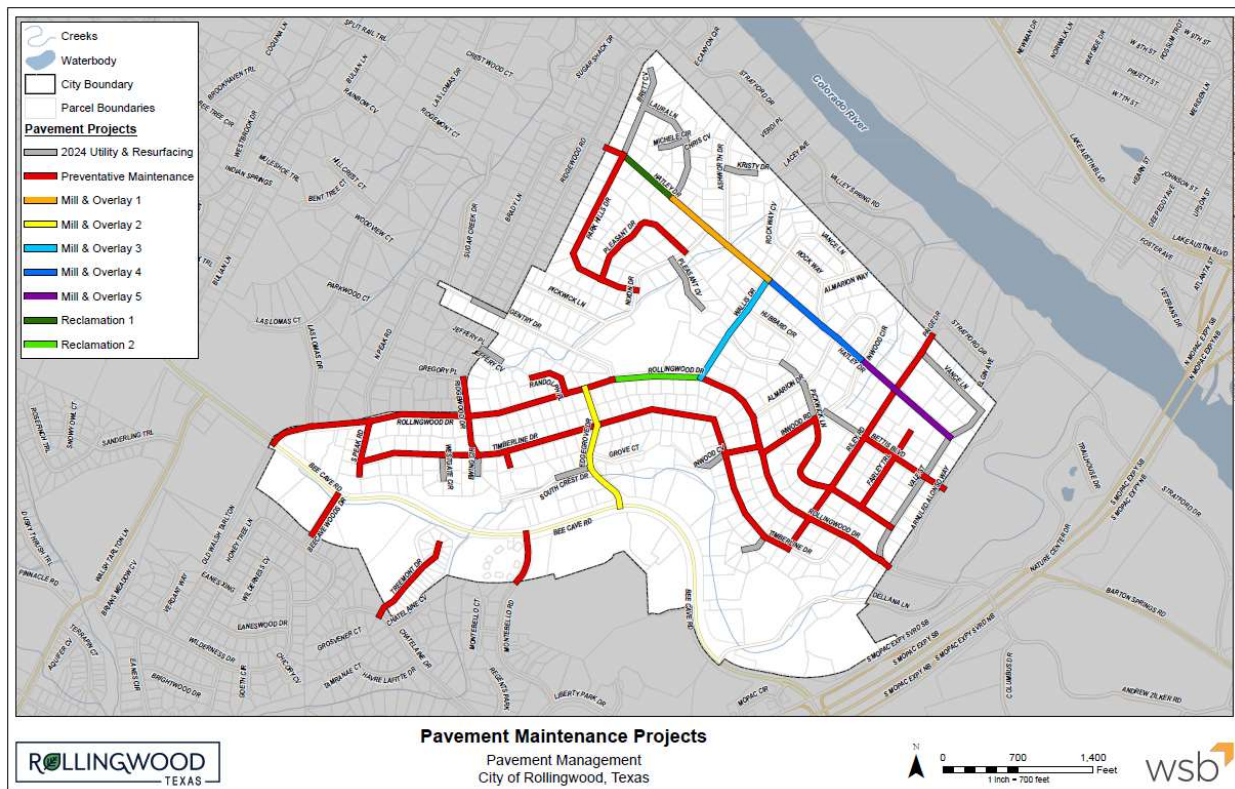
### IV. Pavement Maintenance Priorities

Considering the City’s ongoing and planned projects and the desire to maintain the 2023 PCI ratings as recommended in the Pavement Management Report, the following treatment types are in order of priority for pavement maintenance in the City of Rollingwood.

1. Preventative Maintenance
2. Mill and Overlay
3. Reclamation

See the following map for Rollingwood’s pavement maintenance program’s priority order.

Figure IV.A. Rollingwood Pavement Maintenance Priority Map



Unit costs by treatment type are based on previous project estimates and bids for similar work in the Central Texas Area. The cost estimates do not include any additional items, such as curb and gutter replacements, striping, or soft spot repairs.

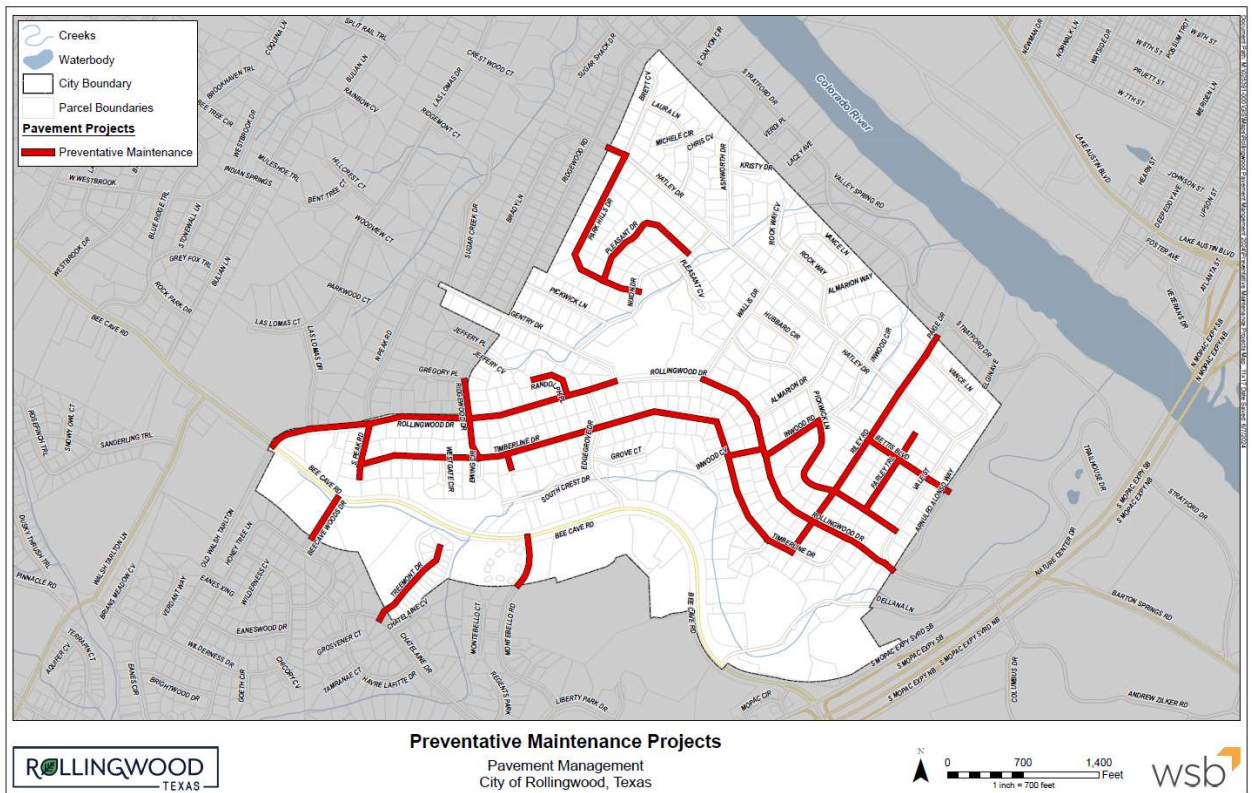
### Priority 1 - Preventative Maintenance

Preventative maintenance is defined as treatment to an existing road that will help preserve and protect the pavement, while also slowing oxidation and deterioration. This type of maintenance improves the condition of the system without increasing its structural capacity.

After considering current, ongoing, or planned projects as listed in the previous section, WSB identified all streets that warranted a preventative maintenance treatment, based on the street's PCI rating identifying as "Good" condition and corresponding notes/photos. Priority preventative maintenance streets are shown in red on the map below. This includes approximately 4.5 miles of streets, or approximately 43% of Rollingwood's streets.

Keep in mind, not every "Good" condition street in Rollingwood is recommended to receive treatment as a Priority 1 group, and therefore is not included in this priority map. It is important to have contiguous, cost-effective groupings of streets from a pavement longevity perspective but also, more importantly, from a public relations perspective. Treating a short block of pavement in a neighborhood can increase the price for mobilization and cause some confusion or complaints from residents.

Figure IV.B. Priority 1 Pavement Maintenance Map



Common preventative maintenance treatment options include fog seals, chip seals, and rejuvenation applications, in addition to crack sealing and pothole repairs. The City Staff may choose what they feel is best for their pavements. From experience and our knowledge of Rollingwood's streets, WSB recommends rejuvenation treatment for preventative maintenance. Rejuvenator has one of the lowest costs of any preventative maintenance options and has proven cost-effective. WSB has worked with other communities, including Central Texas communities, who have had great success with a rejuvenation treatment called Reclamite®. Rejuvenators like Reclamite® improve the durability of asphalt pavement by preventing or reversing the oxidation that causes asphalt binder to dry out and crack. They also help seal out harmful moisture.

### Reclamite® Rejuvenator Information

Reclamite® is an asphalt rejuvenator used across the United States. It contains selected maltene fractions that penetrate the asphalt pavement's surface, rebalancing the chemistry of the oxidized asphalt. It improves the durability of the pavement near the surface by sealing out moisture, restoring the asphaltene/maltene balance, and restoring the aggregate and asphalt bond. It also tightens new asphalt pavements that are open due to poor compaction and seals the surface. Applied as part of a routine pavement management program, Reclamite® can greatly extend pavement life.

Before treatment, the contractor sweeps the pavement to be treated. Reclamite® is diluted with 2 parts rejuvenator to 1 part water and applied at application rates between 0.07 gallons per square yard and 0.10 gallons per square yard. Reclamite® cures between 20 minutes and one hour after application with ambient temperatures of 40 degrees Fahrenheit or warmer. The pavement is then sanded at an application rate of 1-2 lbs. per square yard. The sanding allows for traffic to be reintroduced to the road within 2 hours of the application of Reclamite®. The following day, sand is swept with regenerative sweepers to ensure a clean and uniform appearance.

Soliciting bids for pavement rejuvenation would be based on a performance specification. Bids could be solicited for a single project or on an "as-needed" basis over a five-year period. The award of a bid would be based on the vendor's product specifications, experience, cost, and references. The required specifications would be included in the bid package. Bidders would be allowed to submit alternatives to the specification, with the following requirements:

- (a) List the proposed alternative in the section of the Bid Form giving the product name and price.
- (b) Furnish complete specifications and descriptive literature for the alternate as well as a one-gallon sample of the material proposed for use. Such descriptive and detailed information shall be complete and at least

equal in detail to the city's requirements for the standard item for which the alternate is offered.

(c) Submit a current Material Safety Data Sheet for the alternate materials. The City will give the alternate consideration. The Contractor may furnish only those alternate items included in his proposal and approved by the City before the award of a contract.

If no alternate is indicated on the bid sheet, the Contractor shall furnish the standard specified in the attached specifications.

Rejuvenation treatment application photos. The brown to tan/yellow dye goes away within 10-20 minutes. There is no change to the roadway surface color except for the rejuvenated pavement.



Before and after rejuvenation treatment (typical conditions)





Post treatment example: London Lane, Cedar Park, Texas. London Lane was constructed around 1991 and received rejuvenation treatment in 2006, 2011, and 2017.



Preventative Maintenance Alternatives

Another preventative maintenance technique that Rollingwood could use is a thin overlay. This repair is often called a “Thinlay” and involves repaving a street with a layer of asphalt that is thinner than a traditional overlay. The thickness of a thin overlay is typically less than 2 inches. This thin layer of pavement does little to increase the structural capacity of the road or to repair existing distresses. However, it does temporarily provide a brand-new driving surface for a lower cost than other repaving projects. The longevity and success of this type of project varies greatly depending on the condition of the underlying pavement. While effective in some situations, thin overlays should not completely replace other preventative maintenance or mill/overlay projects implemented in the City. This type of treatment is significantly more expensive than surface treatments like rejuvenators.

Fog sealing and chip sealing are other examples of preventative maintenance. However, fog seal typically does not last as long or provide the long-term benefits of rejuvenators. Chip sealing is an effective preventative maintenance treatment and is one of the most widely implemented preventative maintenance techniques. However, the cost is still nearly double that of a rejuvenator application.

Patching can also be considered preventative maintenance, but it is usually implemented on small areas of severe distress. Additionally, patching a road to increase its PCI does not provide long-term structural improvement. Patching may be necessary to keep roads in serviceable condition, but it should not be considered routine maintenance for every road.

### *Estimated Priority 1 Streets Preventative Maintenance Cost*

Assuming all identified Priority 1 preventative maintenance streets are included in the scoped project, the estimated treatment cost is \$110,000 for rejuvenation treatment.

- Approximately 75,800 SY is the estimated quantity.
- The estimated unit cost for Reclamite® rejuvenation is \$1.30-\$1.50/SY. \$1.30/SY was used in the estimate.
- The unit cost includes evaluation by the qualified contractor to confirm applicability, distribution of letters/door hangers to each property along the project site, traffic control, pre-street sweeping, emulsion application, sand distribution, and next-day sweeping.
- The total cost of treatment of \$110,000 includes a 10% contingency.
- For the lowest unit price, we recommend all preventative maintenance streets be combined into one single project.
- This estimated cost does not include any additional work that the City may require in addition to pavement treatment.
- Typically, cracking seal before the treatment and restriping post-treatment is not required when using this type of rejuvenator.

### *Life of Treatment*

Rejuvenation is estimated to last approximately 5 to 7 years. However, the life of the treatment and condition of the roadway will depend on the loading on the road, types of vehicles on the road, overall structural condition of the road, and quality of the treatment application. Some streets may require re-treatment after 5 years. Others may not require treatment for 10+ years.

### *Other Notes*

In performing this treatment, it is recommended one half of the street be treated with traffic control for a one-way or shifted traffic. The remaining half of the street could be performed later in the day or the following day.

In the event rejuvenation is not recommended for a specific segment, this segment would need to be identified for an alternative treatment such as mill and overlay.

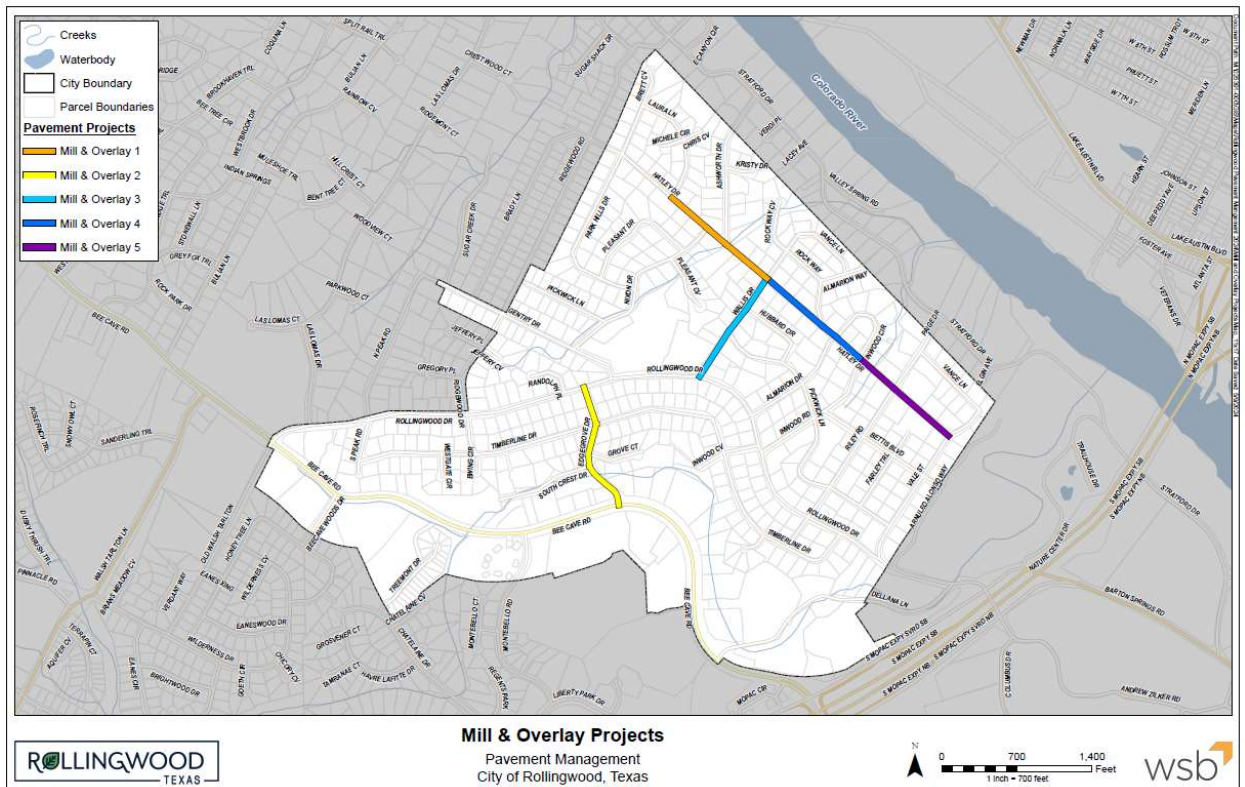
### Priority 2 - Mill and Overlay

The second priority for the City of Rollingwood is a mill and overlay to address “Fair” condition streets. An overlay involves placing a new layer of bituminous material on top of an existing asphalt surface. A mill and overlay project requires grinding all or a portion of the in-place asphalt surface and topping the ground surface with a bituminous wearing course. This rehabilitation strategy provides a structural improvement to the roadway. Typically, a mill and overlay is at least 2 inches in depth.

Priority 2 groups include the following streets to receive a 2-inch mill and overlay. A map of these streets is shown in the following figure. This includes an approximate total of 1.1 street miles. Due to cost, the City may consider the following priority groups of streets to be implemented over multiple fiscal years.

1. Hatley Drive between Laura Lane and Wallis Drive
2. Edgewood Drive between Rollingwood Drive and Bee Cave Road
3. Wallis Drive between Rollingwood Drive and Hatley Drive
4. Hatley Drive between Wallis Drive and Inwood Drive
5. Hatley Drive between Inwood Drive and Vale Street

Figure IV.C. Priority 2 Pavement Maintenance Map



Keep in mind, not every “Fair” condition street in Rollingwood is recommended to receive treatment in a Priority 1 or 2 group. It is important to have contiguous, cost-effective groupings of streets from a pavement longevity perspective but also, more importantly, for a public relations perspective. Treating a short block of pavement in a neighborhood can increase the price for mobilization and cause some confusion or complaints from residents.

#### *Estimated Priority 2 Streets Mill and Overlay Costs*

Depending on funding and priority, Priority 2 streets are listed below with their corresponding cost estimate to mill and overlay.

1. Hatley Drive between Laura Lane and Wallis Drive
  - 3,600 SY for \$125,000
2. Edgewood Drive between Rollingwood Drive and Bee Cave Road
  - 3,800 SY for \$135,000
3. Wallis Drive between Rollingwood Drive and Hatley Drive
  - 3,400 SY for \$120,000
4. Hatley Drive between Wallis Drive and Inwood Drive
  - 3,500 SY for \$125,000
5. Hatley Drive between Inwood Drive and Vale Street
  - 3,400 SY for \$120,000

These estimates include the following:

- The estimated unit cost for a 2-inch mill and overlay is \$31.49/SY in 2023 dollars.
- The unit cost includes 2-inch mill full width of the pavement, contractor owns and removes millings, 2 inches of new Type D HMAC, rolling compaction, and site clean-up.
- The total cost of treatment for each grouping includes a 10% contingency.
- For the lowest unit price, it is recommended that as much quantity possible should be used when bidding a project.
- This estimated cost does not include any additional work that the City may require in addition to pavement treatment.
- The estimated cost does not include any pavement coring as recommended on Page 4.

#### *Life of Treatment*

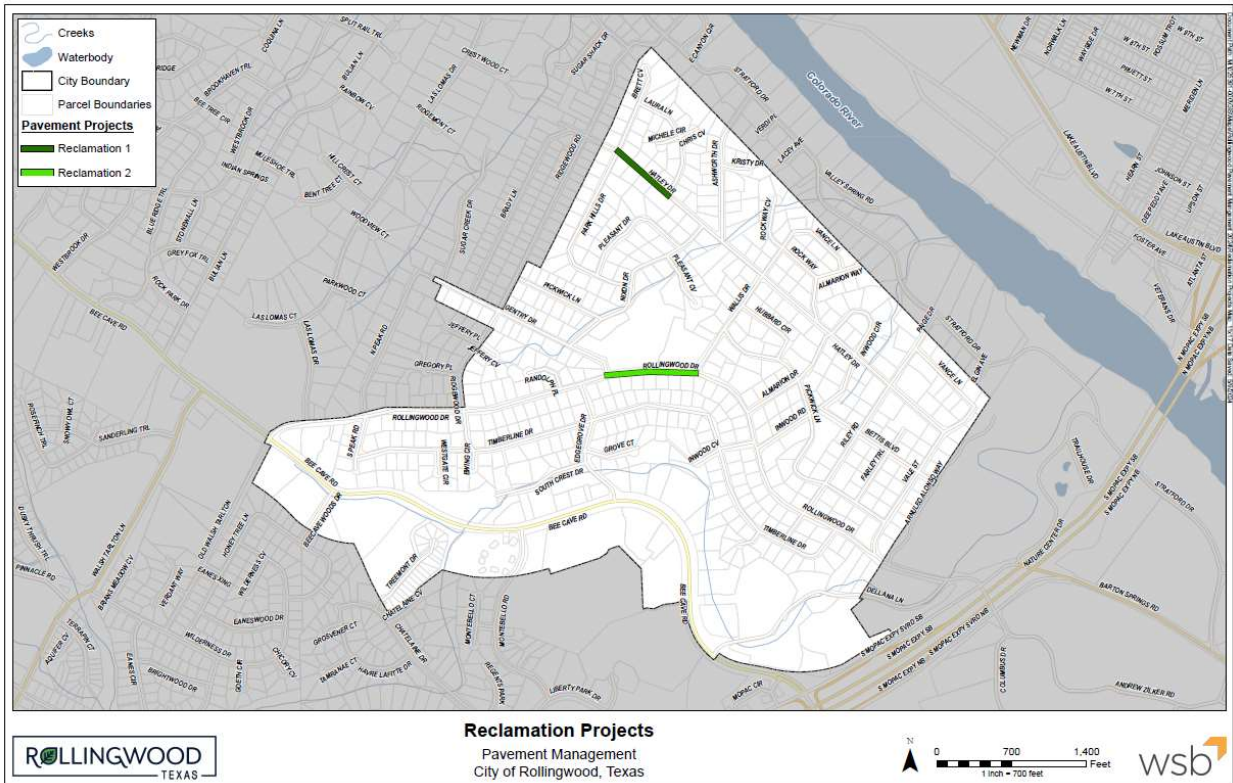
A 2-inch mill and overlay is estimated to last approximately 7-15 years. However, the life of the treatment and condition of the roadway will depend on the loading on the road, types of vehicles on the road, overall structural condition of the road, and quality of the treatment application. Some streets may require re-treatment after 7 years. Others may not require treatment for 15+ years. Additional pavement life can be achieved when the overlaid surface routinely receives preventative maintenance.

### Priority 3 - Reclamation

Addressing the City's poorest road conditions last is the recommended strategy for pavement maintenance in Rollingwood. Two segments in Rollingwood have a "Poor" condition rating. WSB recommends reclamation treatment for these two segments, totaling 0.3 miles of streets.

1. Hatley Drive between Park Hills Drive/Brett Cove and Laura Lane
2. Rollingwood Drive between Gentry Drive and Wallis Drive

Figure IV.D. Priority 3 Pavement Maintenance Map



The most common types of reclamation are *full-depth reclamations (FDR)* and *stabilized full-depth reclamations (SFDR)*.

FDR involves pulverizing the full depth of bituminous and a portion of the underlying materials. That material then gets blended together and placed as a sound base for new pavement. Typically, FDR reclaim depth is 12 inches, although it can be as deep as 18 inches. Excess FDR mixture may be removed to allow 6-inch lifts compaction. Additional rock may need to be provided if the mixture is expected to be deficient in crushing or gradation. The reclaimed mixture can be topped with different types of surface course, depending on the structural requirements and anticipated traffic level. A layer of tack coat needs to

be applied before the surface treatment to provide good bonding between the FDR mixture and surface course.

SFDR involves the same process but includes mechanical, chemical, or bituminous stabilization. The typical minimum depth of stabilization is 4 inches, but it can go as deep as 6 inches. Mechanical stabilization involves the addition of new aggregate or recycled materials. Chemical stabilization includes the addition of lime, cement, fly ash, calcium chloride, or other proprietary products. The asphalt additives can be foamed asphalt or asphalt emulsion. These stabilizing agents if combined with additives, can help optimize the FDR performance.

WSB expects a traditional FDR treatment to be the most cost-effective for these Rollingwood streets. This assumes sufficient pavement and aggregate base layers are present in the current pavement section. Pavement forensics can confirm if a reclamation project is needed and provide additional information needed to properly specify the reclaim depth.

#### *Estimated Priority 3 Streets Reclamation Costs*

Depending on funding and priority, Priority 3 streets are listed below with their corresponding cost estimate for full-depth reclamation.

1. Hatley Drive between Park Hills Drive/Brett Cove and Laura Lane
  - 1,900 SY for \$120,000
2. Rollingwood Drive between Gentry Drive and Wallis Drive
  - 3,900 SY for \$250,000

These estimates include the following:

- The estimated unit cost for a full-depth reclamation is \$55.98/SY in 2023 dollars.
- The unit cost includes pulverizing the existing pavement, blending the pulverized pavement and underlying aggregate, removing excess blended material, compacting blended material, paving a new wear course layer, restriping, and site clean-up.
- The total cost of treatment for each of these two groups includes a 10% contingency.
- For the lowest unit price, it is recommended that as much quantity possible should be used when bidding/letting a project.
- This estimated cost does not include any additional work that the City may require in addition to pavement treatment.
- The estimated cost does not include any pavement coring as recommended on Page 4.

### *Life of Treatment*

When implemented correctly, reclamation treatments completely reset the life of a road. A properly reclaimed road should provide 15-30 years of serviceable pavement but that can be extended to over 100 years if preventative maintenance and mill/overlay projects are routinely implemented. However, the life of the treatment and condition of the roadway will depend on the loading on the road, types of vehicles on the road, overall structural condition of the road, and quality of the treatment application.

It is highly recommended the City perform pavement forensics as recommended on Page 4 to confirm reclamation and the type of reclamation to be performed on these two segments before the investment is made in these streets.



### Prioritized Pavement Maintenance Costs

The following table includes the above-prioritized pavement maintenance recommendations and estimated costs. These cost estimates do not include ancillary items such as re-striping, curb and gutter replacements, manhole collars, etc. Additionally, these cost estimates are based on average unit costs for similar work. Project-specific needs will influence the actual cost of these projects. Additionally, all costs were estimated using typical current pricing. Future construction pricing is uncertain, and inflation may increase the price of this work, especially in the more distant future. If more detailed or expanded projects are desired, WSB can provide detailed project-specific cost estimates.

Table IV.A. Prioritized Pavement Maintenance Costs

Priority	Treatment Type	Location	Square Yards	Unit Cost	Estimated Cost	Budgetary Cost
1	Rejuvenation	City-wide	75,800	\$1.30	\$98,540	\$110,000
2A	Mill and Overlay	Hatley Drive between Laura Lane and Wallis Drive	3,600	\$31.49	\$113,364	\$125,000
2B	Mill and Overlay	Edgewood Drive between Rollingwood Drive and Bee Cave Road	3,800	\$31.49	\$119,662	\$135,000
2C	Mill and Overlay	Wallis Drive between Rollingwood Drive and Hatley Drive	3,400	\$31.49	\$107,066	\$120,000
2D	Mill and Overlay	Hatley Drive between Wallis Drive and Inwood Drive	3,500	\$31.49	\$110,215	\$125,000
2E	Mill and Overlay	Hatley Drive between Inwood Drive and Vale Street	3,400	\$31.49	\$107,066	\$120,000
3A	Full-Depth Reclamation	Hatley Drive between Park Hills Drive/Brett Cove and Laura Lane	1,900	\$55.98	\$106,362	\$120,000
3B	Full-Depth Reclamation	Rollingwood Drive between Gentry Drive and Wallis Drive	3,900	\$55.98	\$218,322	\$250,000
		<b>TOTAL</b>	<b>99,300</b>		<b>\$980,597</b>	<b>\$1,105,000</b>

In the 2023 Pavement Management Report, an annual allocation of \$250,000 to \$300,000 was the projected need to maintain the City’s PCI rating to the 2023 condition. However, if the above projects were implemented over a five-year period, the annual allocation would be about \$221,000. However, as project costs are higher or lower than this amount, WSB recommends a





separate Capital Improvement Fund balance be maintained for these pricing and project cost fluctuations year to year.

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## V. Pavement Maintenance Project Notes

Rollingwood has many options at their disposal for pavement rehabilitation and preventative maintenance including reconstruction, reclamation, mill and overlays, and preventative maintenance that extend the life of a roadway. Each of these treatments should last several years and be cost-effective if correctly implemented at the right time. When developing a pavement maintenance project, the following are additional items to be considered.

### Scope of Projects

Bid prices can vary year to year, depending on asphalt/emulsion pricing, availability of materials, and the time of year for the project. When scoping projects, we recommend including alternative bids for lower-priority pavement maintenance segments to allow the City the maximum flexibility in awarding projects.

Bid items for pavement maintenance should include not only the actual maintenance item, but also mobilization, bonds and insurance, any recommended or required pre-street sweeping, adjustments to valves or manhole covers, striping, pavement markers, curb and gutter replacements, valley gutter replacements, etc. Contract documents should address traffic control, notifications and timing of activities, right-of-way preparation, who owns the pavement millings, how to address “soft spots” in the pavement or subgrade once exposed, post-construction site clean-up, and addressing contractor damage to property or infrastructure. It is also important to specify the quality of the material and any testing requirements.

WSB recommends bidding projects in the Spring of each year and plan for construction activity in the warmer months of the year. We have experience with the greatest success for maintenance projects if the contractor is under contract in the summer when school is out of session.

### Project Close-Out and Warranty

At the end of each pavement maintenance project, we recommend documenting project punch lists, final pay applications with remaining retainage, project acceptance date, and the warranty start date with the duration. Identify and set a calendar date on who and when a warranty walk-through will occur, typically 30 days before the warranty expiration date.

### Maintenance Logs

Finally, we recommend keeping a detailed log of all street maintenance implemented in the City. Recording information such as the type of maintenance activity, month and year of implementation, how much it cost, the materials used, the age of the road during implementation, and any other testing results on that segment can prove helpful in the future. Maintenance logs can help determine what is working well for a City and what is not. Similarly, if a recommended maintenance strategy is not working well, reviewing details of the activity can help reveal why. This data can also contribute to enhancing the assumptions utilized in future PAVER modeling. This will ensure future recommendations will be based on accurate scenarios.



### Untreated Streets

Keep in mind that not every street in Rollingwood is included in the top 3 priority treatment types or groupings. Segments categorized as being in “Excellent” condition are not shown in the priority groupings. There are some streets deemed “Good” or “Fair” condition that also are not included in the priority groupings. WSB recommends corrective maintenance on these segments to include pothole repairs, crack sealing, and street sweeping, as needed.

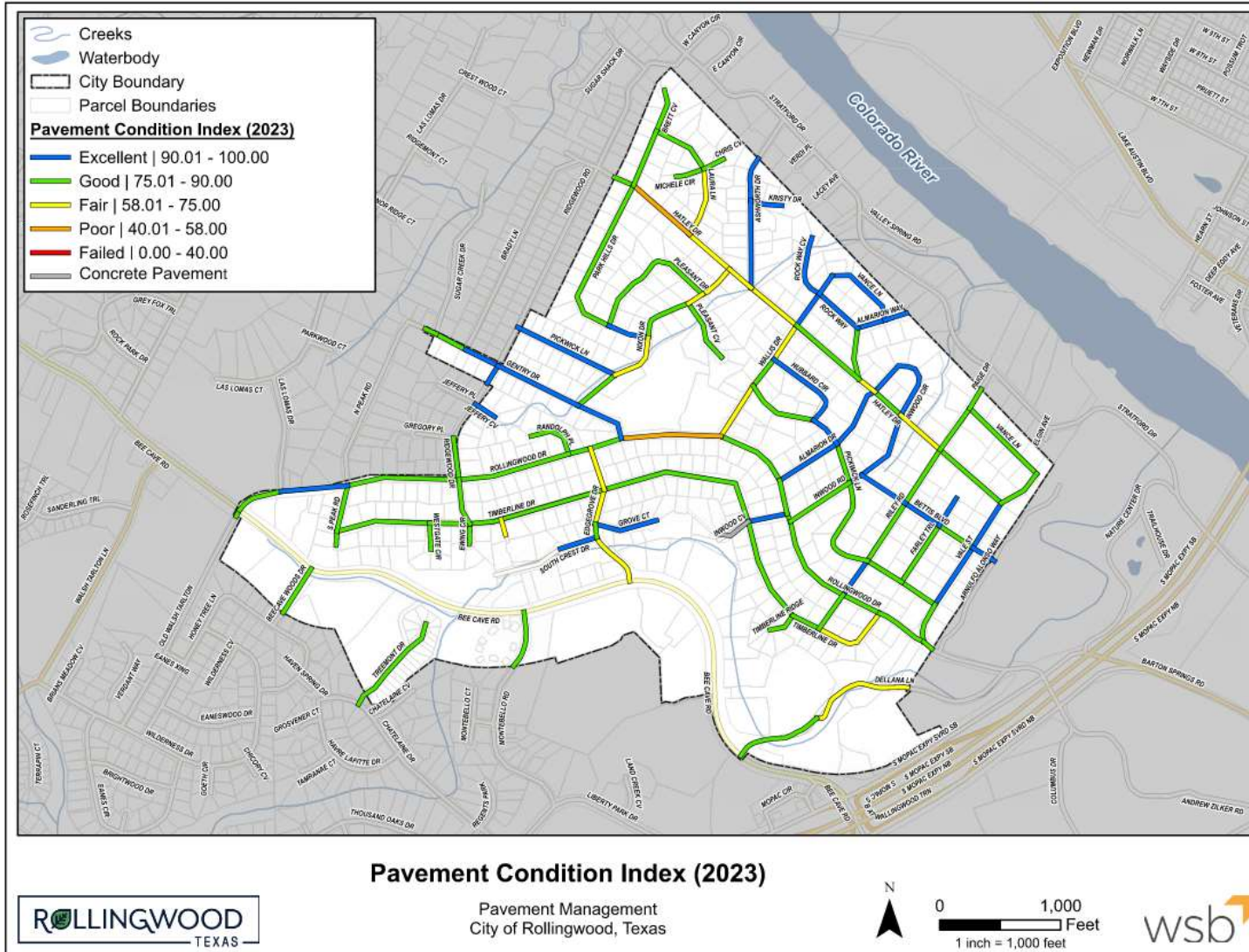
WSB recommends Rollingwood monitor all untreated streets over the next three to five years and continue to plan for annual pavement maintenance as part of the City’s annual budget.



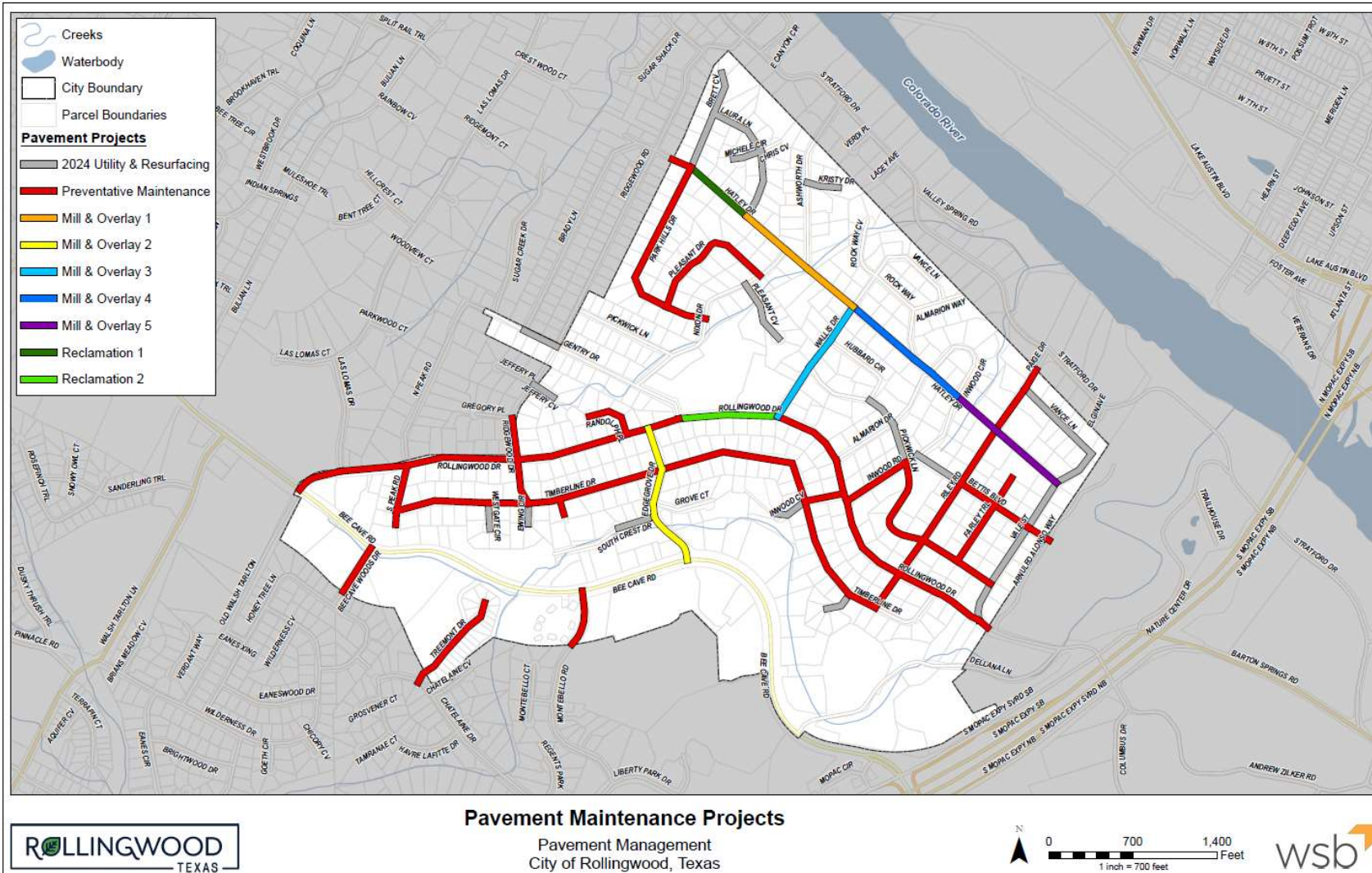
# Appendices

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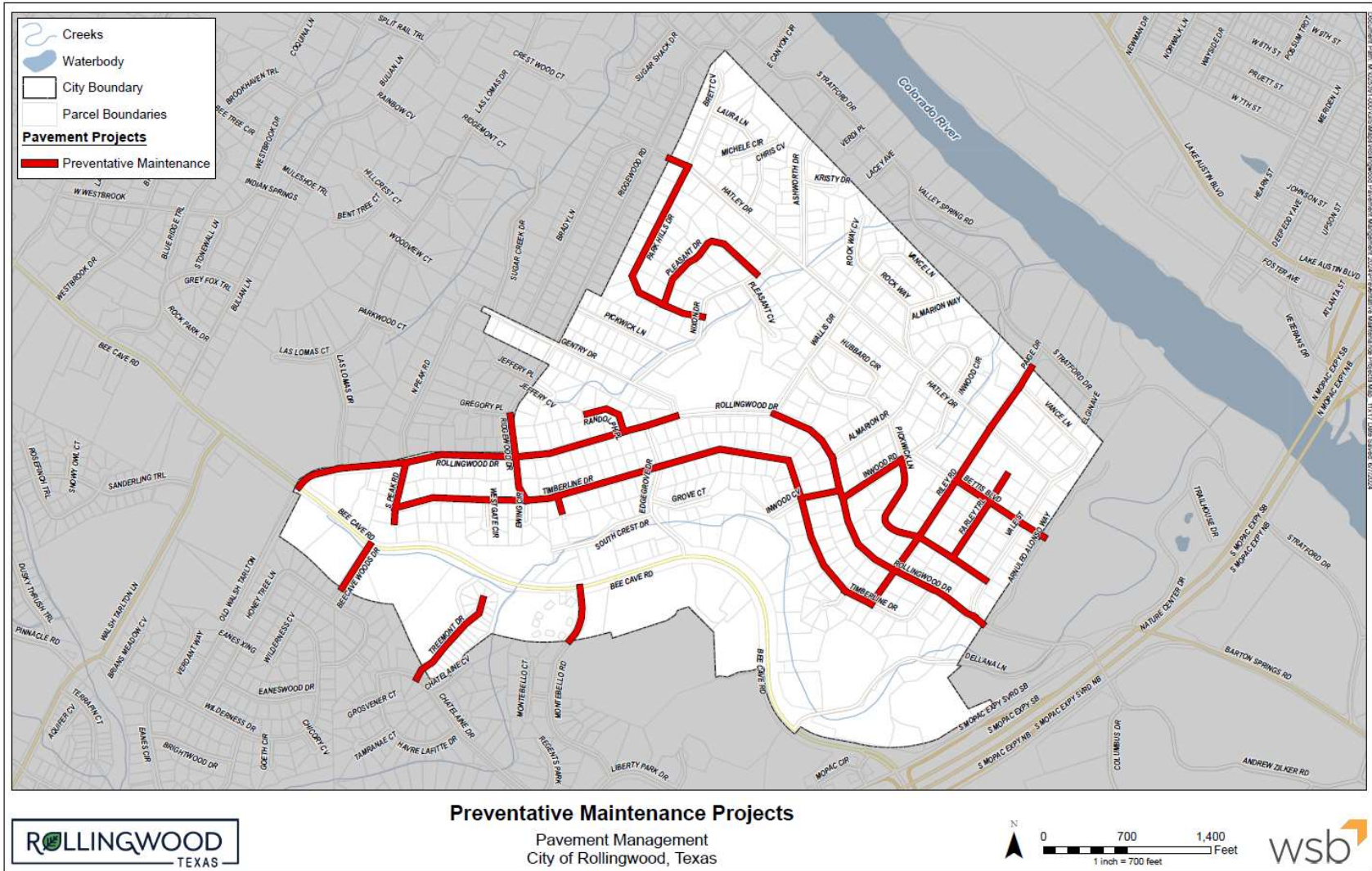
### Appendix A: 2023 PCI Condition Category Maps

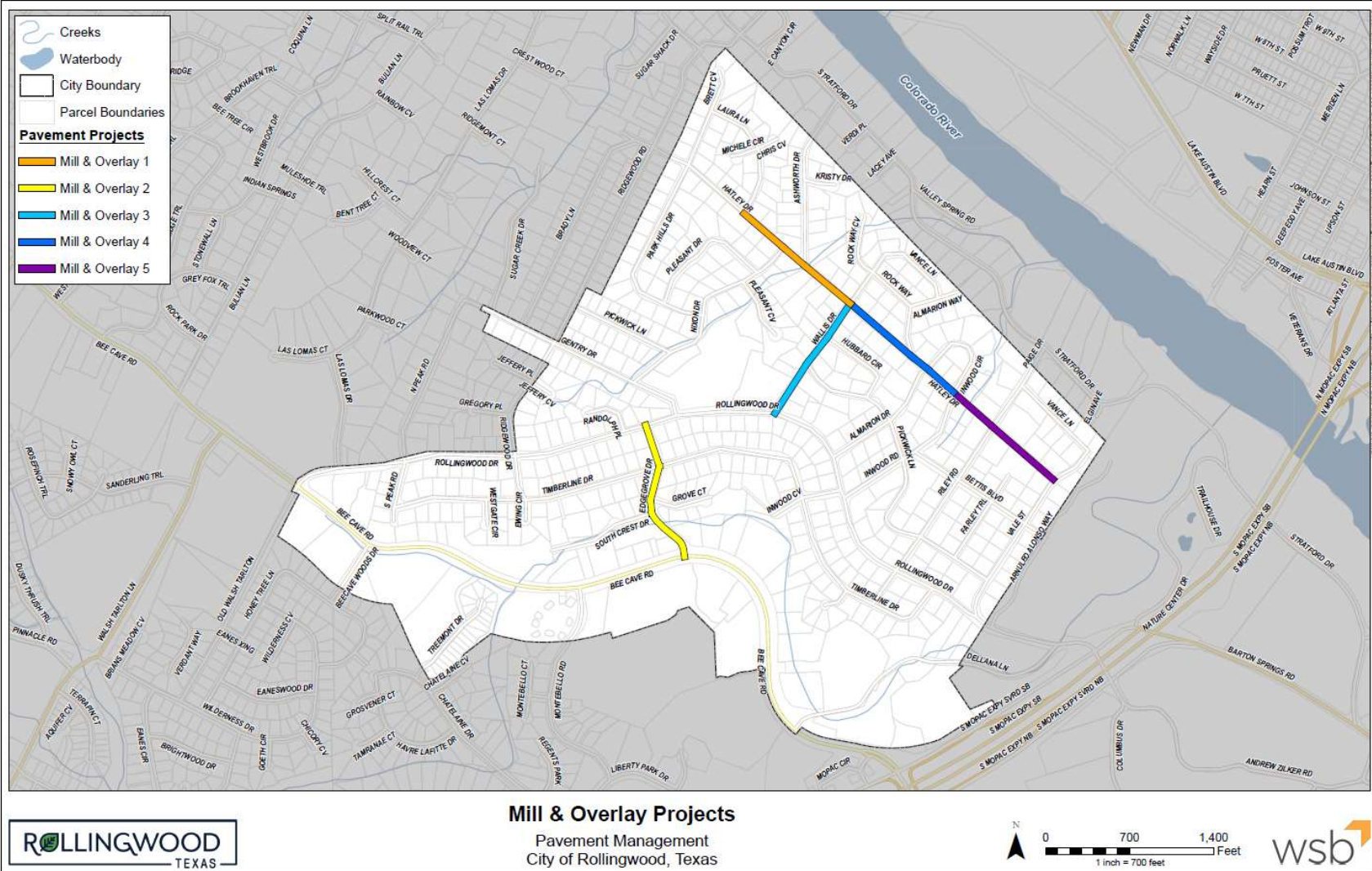


### Appendix B: 2024 Pavement Maintenance Priorities – All Pavement Maintenance

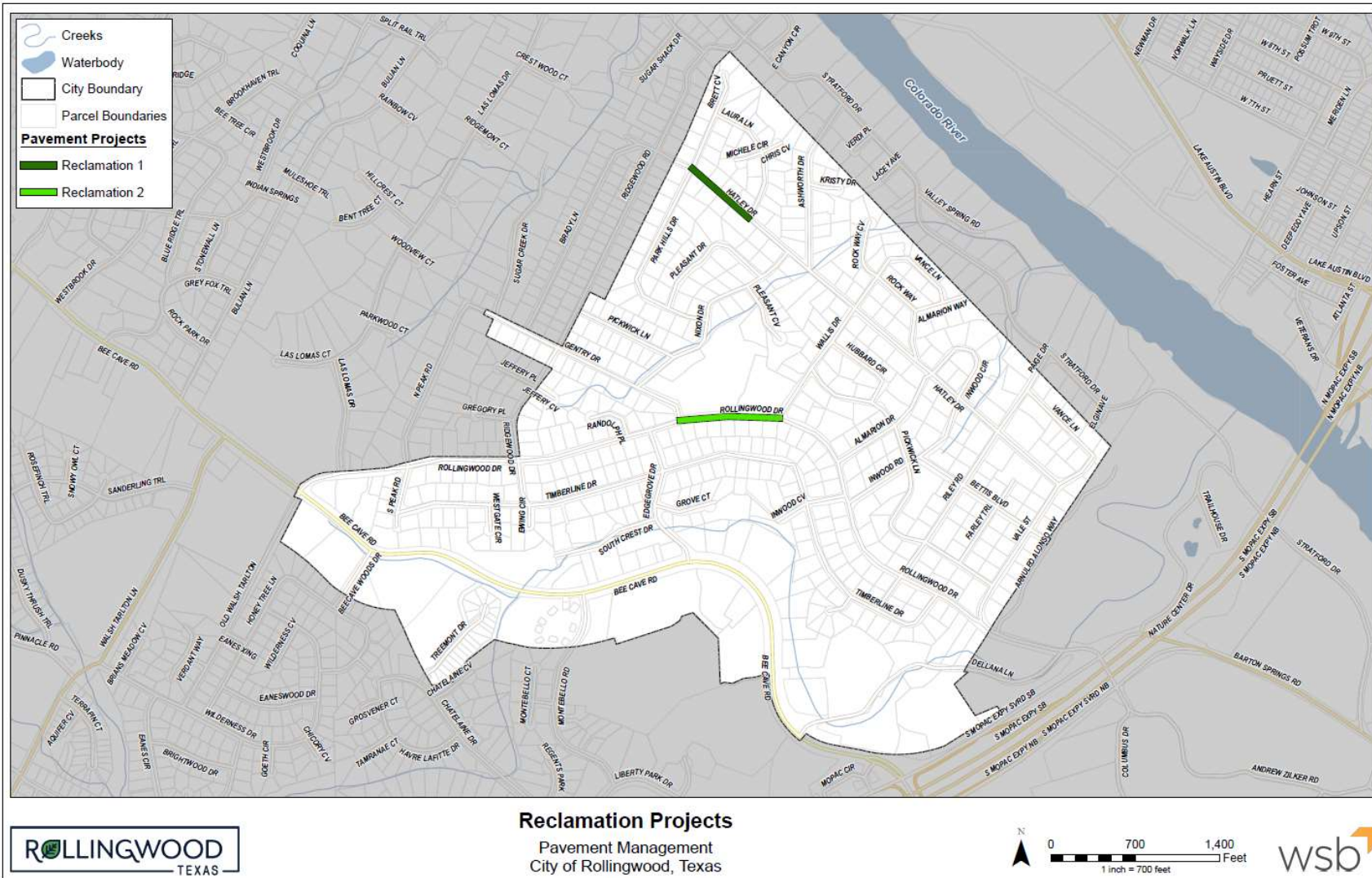


### Appendix C: 2024 Pavement Maintenance Priority Groupings (3 Maps by Treatment Type)











**CITY OF ROLLINGWOOD**

403 Nixon Drive  
Rollingwood, TX 78746  
(512) 327-1838 Fax (512) 327-1869

July 8, 2024

City of Rollingwood Council Members

Re: Quarterly Investment Report

Council Members:

In accordance with the Public Investment Act, enclosed is the Quarterly Investment Report for the quarter ending June 30, 2024.

Sincerely yours,

A handwritten signature in blue ink that reads "A Wayman".

Ashley Wayman, City Administrator

Quarterly Investment Report 2023-2024

CITY OF ROLLINGWOOD  
 QUARTERLY INVESTMENT REPORT  
 2023-2024  
 FY 3rd QTR.

**POOLED INVESTMENTS:****TEXPOOL:**

	GENERAL FUND	WATER FUND	WASTEWATER FUND	TOTAL
<b><u>AVERAGE BALANCE</u></b>	46.948%	8.823%	44.229%	100.000%
<b><u>1ST QUARTER</u></b>				
OCTOBER, 2023	\$ 337,602.96	\$ 63,446.17	\$ 318,050.63	\$ 719,099.76
NOVEMBER, 2023	\$ 339,139.64	\$ 63,734.96	\$ 319,498.32	\$ 722,372.92
DECEMBER, 2023	\$ 340,737.37	\$ 64,035.23	\$ 321,003.52	\$ 725,776.11
<b><u>2nd QUARTER</u></b>				
JANUARY, 2024	\$ 342,190.38	\$ 64,308.29	\$ 322,372.37	\$ 728,871.04
FEBRUARY, 2024	\$ 343,743.73	\$ 64,600.22	\$ 323,835.77	\$ 732,179.72
MARCH, 2024	\$ 345,348.80	\$ 64,901.86	\$ 325,347.87	\$ 735,598.53
<b><u>3rd QUARTER</u></b>				
APRIL, 2024	\$ 346,756.55	\$ 65,166.42	\$ 326,674.09	\$ 738,597.06
MAY, 2024	\$ 348,271.15	\$ 65,451.06	\$ 328,100.98	\$ 741,823.19
JUNE, 2024	\$ 351,319.88	\$ 66,024.01	\$ 330,973.14	\$ 748,317.03
<b><u>ENDING BALANCE</u></b>				
<b><u>1ST QUARTER</u></b>				
OCTOBER, 2023	\$ 339,089.73	\$ 63,725.58	\$ 319,451.30	\$ 722,266.61
NOVEMBER, 2023	\$ 340,587.06	\$ 64,006.98	\$ 320,861.91	\$ 725,455.95
DECEMBER, 2023	\$ 342,140.27	\$ 64,298.88	\$ 322,325.17	\$ 728,764.31
<b><u>2nd QUARTER</u></b>				
JANUARY, 2024	\$ 343,693.59	\$ 64,590.79	\$ 323,788.53	\$ 732,072.92
FEBRUARY, 2024	\$ 345,147.72	\$ 64,864.07	\$ 325,158.44	\$ 735,170.23
MARCH, 2024	\$ 346,706.07	\$ 65,156.93	\$ 326,626.54	\$ 738,489.54
<b><u>3rd QUARTER</u></b>				
APRIL, 2024	\$ 348,220.43	\$ 65,441.53	\$ 328,053.20	\$ 741,715.16
MAY, 2024	\$ 349,792.65	\$ 65,737.00	\$ 329,534.36	\$ 745,064.01
JUNE, 2024	\$ 351,319.88	\$ 66,024.01	\$ 330,973.14	\$ 748,317.03
<b><u>INTEREST</u></b>				
<b><u>1ST QUARTER</u></b>				
OCTOBER, 2023	\$ 1,536.33	\$ 288.72	\$ 1,447.35	\$ 3,272.41
NOVEMBER, 2023	\$ 1,497.33	\$ 281.40	\$ 1,410.61	\$ 3,189.34
DECEMBER, 2023	\$ 1,553.21	\$ 291.90	\$ 1,463.25	\$ 3,308.36
<b><u>2nd QUARTER</u></b>				
JANUARY, 2024	\$ 1,553.33	\$ 291.92	\$ 1,463.37	\$ 3,308.61
FEBRUARY, 2024	\$ 1,454.13	\$ 273.28	\$ 1,369.91	\$ 3,097.31
MARCH, 2024	\$ 1,558.35	\$ 292.86	\$ 1,468.10	\$ 3,319.31
<b><u>3rd QUARTER</u></b>				
APRIL, 2024	\$ 1,514.36	\$ 284.60	\$ 1,426.66	\$ 3,225.62
MAY, 2024	\$ 1,572.22	\$ 295.47	\$ 1,481.16	\$ 3,348.85
JUNE, 2024	\$ 1,527.23	\$ 287.01	\$ 1,438.78	\$ 3,253.02
<b><u>INTEREST RECEIVED:</u></b>				
1ST QUARTER	\$ 4,586.87	\$ 862.02	\$ 4,321.22	\$ 9,770.11
2ND QUARTER	\$ 4,565.80	\$ 858.06	\$ 4,301.37	\$ 9,725.23
3rd QUARTER	\$ 4,613.81	\$ 867.08	\$ 4,346.60	\$ 9,827.49
YEAR-TO-DATE	\$ 13,766.48	\$ 2,587.15	\$ 12,969.19	\$ 29,322.83

<u>WEIGHTED AVG MATURITY (WAM)</u>	TEXPOOL:	
	WAM (1)	WAL (2)
<u>1ST QUARTER</u>		
OCTOBER, 2023	28	90
NOVEMBER, 2023	37	98
DECEMBER, 2023	39	98
<u>2nd QUARTER</u>		
JANUARY, 2024	35	37
FEBRUARY, 2024	34	34
MARCH, 2024	38	29
<u>3rd QUARTER</u>		
APRIL, 2024	40	92
MAY, 2024	22	92
JUNE, 2024	22	93

**AVERAGE YIELD**

<u>1ST QUARTER</u>	
OCTOBER, 2023	5.3589%
NOVEMBER, 2023	5.3724%
DECEMBER, 2023	5.3694%
<u>2nd QUARTER</u>	
JANUARY, 2024	5.3455%
FEBRUARY, 2024	5.3251%
MARCH, 2024	5.3161%
<u>3rd QUARTER</u>	
APRIL, 2024	5.3142%
MAY, 2024	5.3161%
JUNE, 2024	5.3120%

**NET ASSET VALUE (NAV)**

<u>1ST QUARTER</u>	
OCTOBER, 2023	\$ 1.00
NOVEMBER, 2023	\$ 1.00
DECEMBER, 2023	\$ 1.00
<u>2nd QUARTER</u>	
JANUARY, 2024	\$ 1.00
FEBRUARY, 2024	\$ 1.00
MARCH, 2024	\$ 1.00
<u>3rd QUARTER</u>	
APRIL, 2024	\$ 1.00
MAY, 2024	\$ 1.00
JUNE, 2024	\$ 1.00

**NOTES:**

- (1) "WAM" IS THE MEAN AVERAGE OF THE PERIODS OF TIME REMAINING UNTIL THE SECURITIES HELD IN TEXPOOL (A) ARE SCHEDULED TO BE REPAYED, (B) WOULD BE REPAYED UPON A DEMAND BY TEXPOOL, OR ARE SCHEDULED TO HAVE THEIR INTEREST RATE READJUSTED TO REFLECT CURRENT MARKET RATES. SECURITIES WITH ADJUSTABLE RATES PAYABLE UPON DEMAND ARE TREATED AS MATURING ON THE EARLIER OF THE TWO DATES SET FORTH IN (B) AND © IF THEIR SCHEDULED MATURITY IS MORE THAN 397 DAYS. THE MEAN IS WEIGHTED BASED ON THE PERCENTAGE OF THE AMORTIZED COST OF THE PORTFOLIO INVESTED IN EACH PERIOD.
- (2) "WAL" IS CALCULATED IN THE SAME MANNER AS THE DESCRIBED IN FOOTNOTE 1, BUT IS BASED SOLELY ON THE PERIODS OF TIME REMAINING UNTIL THE SECURITIES HELD IN TEXPOOL (A) ARE SCHEDULED TO BE REPAYED OR (B) WOULD BE REPAYED UPON DEMAND BY TEXPOOL, WITHOUT REFERENCE TO WHEN INTEREST RATES OF SECURITIES WITHIN TEXPOOL ARE SCHEDULED TO BE READJUSTED.

2023-2024

CITY OF ROLLINGWOOD  
MONTHLY FINANCIAL ANALYSIS

**NOTE: YTD ACTUAL AS OF 06/30/2024; 75% OF FISCAL YEAR**

**REVENUE STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	EST. REVENUE	YTD	PERCENT	YTD		
CURRENT PROPERTY TAXES	\$ 1,488,016	\$ 1,447,154	97%	\$ 1,397,992		104%
TELECOM TAXES	\$ 20,000	\$ 15,505	78%	\$ 16,737		93%
4-B SALES TAX	\$ 150,000	\$ 161,631	108%	\$ 131,172		123%
CITY SALES TAX	\$ 625,000	\$ 646,524	103%	\$ 524,688		123%
ELECTRIC UTILITY FRANCHISE FEE	\$ 95,000	\$ 51,416	54%	\$ 77,917		66%
BUILDING PERMIT FEES	\$ 99,750	\$ 112,568	113%	\$ 86,521		130%
COURT FINES	\$ 41,200	\$ 75,702	184%	\$ 50,976		149%
WATER SALES	\$ 1,504,000	\$ 900,647	60%	\$ 910,575		99%
STREET SALES TAX	\$ 150,000	\$ 161,631	108%	\$ 131,172		123%
PROPERTY TAX-DEBT SERVICE 2014	\$ 198,950	\$ 202,322	102%	\$ 203,954		99%
PROPERTY TAX-DEBT SERVICE 2019	\$ 716,650	\$ 727,207	101%	\$ 420,197		173%
PROPERTY TAX-DEBT SERVICE 2020	\$ 316,280	\$ 320,551	101%	\$ 322,071		100%
PROPERTY TAX-DEBT SERVICE 2023	\$ 236,983	\$ 239,591	101%		#DIV/0!	
WASTEWATER REVENUES	\$ 903,500	\$ 706,865	78%	\$ 676,555		104%
PUD SURCHARGE	\$ 98,160	\$ 73,616	75%	\$ 73,616		100%

**BUDGET STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
<b>GENERAL FUND:</b>						
REVENUE	\$ 3,357,983	\$ 2,749,759	82%	\$ 2,823,554		97%
EXPENDITURES	\$ 3,459,648	\$ 2,130,091	62%	\$ 2,077,024		103%
<b>WATER FUND:</b>						
REVENUE	\$ 1,505,250	\$ 1,228,680	82%	\$ 929,963		132%
EXPENDITURES	\$ 1,569,344	\$ 1,010,157	64%	\$ 815,908		124%
<b>STREET MAINTENANCE FUND:</b>						
REVENUE	\$ 150,250	\$ 161,998	108%	\$ 131,422		123%
EXPENDITURES	\$ 300,595	\$ 56,901	19%	\$ 115,013		49%
<b>COURT SECURITY FUND:</b>						
REVENUE	\$ 1,600	\$ 2,252	141%	\$ 2,196		103%
EXPENDITURES	\$ 1,000	\$ 377	38%	\$ 78		483%
<b>COURT TECHNOLOGY FUND:</b>						
REVENUE	\$ 1,600	\$ 1,848	115%	\$ 1,811		102%
EXPENDITURES	\$ 6,500	\$ 4,974	77%	\$ 568		876%
<b>COURT EFFICIENCY FUND:</b>						
REVENUE	\$ 100	\$ -	0%	\$ -		#DIV/0!
EXPENDITURES	\$ 100	\$ -	0%	\$ -		#DIV/0!
<b>DEBT SERVICE FUND - 2014:</b>						
REVENUE	\$ 199,850	\$ 202,322	101%	\$ 203,954		99%
EXPENDITURES	\$ 199,350	\$ 29,675	15%	\$ 32,375		92%
<b>DEBT SERVICE FUND - 2019:</b>						
REVENUE	\$ 717,050	\$ 727,207	101%	\$ 420,197		173%
EXPENDITURES	\$ 716,050	\$ 145,525	20%	\$ 147,825		98%
<b>DEBT SERVICE FUND - 2020:</b>						
REVENUE	\$ 316,520	\$ 320,551	101%	\$ 322,071		100%
EXPENDITURES	\$ 315,520	\$ 10,140	3%	\$ 12,388		82%
<b>DEBT SERVICE FUND - 2023:</b>						
REVENUE	\$ 237,384	\$ 239,591	101%	\$ -		#DIV/0!
EXPENDITURES	\$ 236,383	\$ 80,196	34%	\$ -		#DIV/0!
<b>CAPITAL PROJECTS FUND:</b>						
REVENUE	\$ -	\$ 2,701	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 3,375,535	\$ 563,424	17%	\$ -		#DIV/0!
<b>DRAINAGE FUND:</b>						
REVENUE	\$ 60,900	\$ 40,521	67%	\$ 19,700		206%
EXPENDITURES	\$ 68,000	\$ 91,212	134%	\$ 113,616		80%
<b>WASTEWATER FUND:</b>						
REVENUE	\$ 1,026,054	\$ 1,127,530	110%	\$ 777,785		145%
EXPENDITURES	\$ 1,111,873	\$ 915,368	82%	\$ 394,258		232%

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on an ordinance regarding the City of Rollingwood's Texas Municipal Retirement System benefits authorizing actuarially determined city contribution rate payments

**Description:**

The TMRS Act provides a limit to the maximum rate that a city can be required to contribute to its retirement plan ("Stat Max"). This year, the city's required contribution rate exceeds this limit, and the attached ordinance is required to remove the Stat Max rate limit so that the city can fully fund the cost of the pension benefits included in the city's retirement plan. This rate has been factored into the budget numbers that have been presented for the city's TMRS contribution.

**Action Requested:**

To approve ordinance 2024-07-17-06 regarding the City of Rollingwood's Texas Municipal Retirement System benefits authorizing actuarially determined city contribution rate payments

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- Ordinance 2024-07-17-06 TMRS Stat Max
- Letter from TMRS regarding Statutory Maximum Contribution Rate Limit

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**ORDINANCE NO. 2024-07-17-06**

**AN ORDINANCE REGARDING THE CITY OF ROLLINGWOOD’S TEXAS MUNICIPAL RETIREMENT SYSTEM BENEFITS AUTHORIZING ACTUARIALLY DETERMINED CITY CONTRIBUTION RATE PAYMENTS.**

**WHEREAS**, the City of Rollingwood, Texas (the “City”), elected to participate in the Texas Municipal Retirement System (the “System” or “TMRS”) pursuant to Subtitle G of Title 8, Texas Government Code, as amended (which subtitle is referred to as the "TMRS Act"); and

**WHEREAS**, the City Council finds that it is in the public interest to authorize actuarially determined city contribution rate payments; now therefore,

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

**SECTION 1.** Pursuant to TMRS Act §855.407, the City elects to make normal service and prior service contributions to the City’s account in the benefit accumulation fund of the System (the “City’s BAF”) at the combined rate of the total compensation paid to its employees who are System members as the System’s actuary annually determines is necessary to fund all obligations chargeable to the City’s BAF, within the amortization period determined as applicable to the City under the TMRS Act and regardless of other TMRS Act provisions limiting the combined rate of City contributions.

**SECTION 2.** This Ordinance shall be effective on the first day of the month of August 2024.

**APPROVED, PASSED AND ADOPTED** by the City Council of the City of Rollingwood, Texas on the 17<sup>th</sup> day of July, 2024.

APPROVED:

\_\_\_\_\_  
Gavin Massingill, Mayor

ATTEST:

\_\_\_\_\_  
Ashley Wayman, City Administrator



June 11, 2024

Abel Campos  
Finance Director  
City of Rollingwood  
403 Nixon Dr.  
Rollingwood, TX 78746

Dear Mr. Campos:

We are pleased to enclose a model ordinance for your city to adopt:

### **Removal of the Statutory Maximum Contribution Rate Limit**

The TMRS Act provides a limit to the maximum rate that a city can be required to contribute for the retirement portion of its plan (the cost of Supplemental Death Benefits is excluded from this limit) based on the combination of the employee deposit rate and the matching ratio. This maximum contribution rate limit, also known as the statutory maximum, or "Stat Max," is not a limit of the cost of a plan, but rather is simply a limit on the maximum a city could be required to contribute for the plan. If the TMRS minimum required retirement contribution rate exceeds this limit, unless the city takes additional action as permitted under the TMRS Act, it will not be meeting the minimum contribution requirements for its TMRS plan.

Your city's 2025 minimum retirement contribution rate has exceeded the maximum contribution rate limit (13.50% for your city). Enclosed is a model ordinance to remove this maximum contribution rate limit. The ordinance can become effective as early as the first day of the month following its adoption.

By adopting this ordinance, your city is agreeing to fully fund the costs of the pension benefits included in the city's plan.

This ordinance will allow your city to impose its own "limit" on the contribution rate by using its discretion in determining which potential plan improvements to adopt, or not to adopt, based on the calculated contribution rate. The TMRS actuary will perform a valuation of the city's plan of benefits each year and forward this rate to your city.

With the removal of the maximum contribution rate limit, your city's full contribution rate for 2025 will be **14.17%**

Please make sure the ordinance is adopted and signed before the effective date. When the ordinance is adopted, please send a copy to City Services at [cityservices@tmrs.com](mailto:cityservices@tmrs.com).

If you have any questions about the ordinance or anything else, please contact me at 512-225-3742.

Sincerely,

A handwritten signature in blue ink, appearing to read "Colin Davidson".

Colin Davidson  
Director of City and Member Services



# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on an Interlocal Agreement for Cyber Liability and Data Breach Response Coverage between the City of Rollingwood and the Texas Municipal League Intergovernmental Risk Pool

**Description:**

The Texas Municipal League Intergovernmental Risk Pool (TMLIRP) currently provides cyber liability coverage to the City of Rollingwood. Due to an increase in the frequency and severity of cyber attacks, TMLIRP is creating a separate Cyber Fund, capping payouts for cyber claims, and assessing contribution rates to adequately fund the coverage.

The City of Rollingwood currently has the Core+ Cyber Coverage through TMLIRP and staff recommends keeping this level of coverage given the marginal difference in the annual contributions and the increasing severity of attacks.

**Action Requested:**

To approve an Interlocal Agreement for Cyber Liability and Data Breach Response Coverage between the City of Rollingwood and the Texas Municipal League Intergovernmental Risk Pool and continue with Core+ coverage.

**Fiscal Impacts:**

Increase in annual contributions from \$247.24 to \$1,250.

**Attachments:**

- Interlocal agreement for Cyber Liability and Data Breach Response Coverage
- Memo from TML regarding Interlocal Agreement

# Texas Municipal League Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

## CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as "Pool Members") to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the "Fund") for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

### WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov't Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.
  - a. Board. Refers to the Board of Trustees of the Fund.
  - b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.
  - c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.
  - d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.
  - e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member's election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.
  - f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to "reinsurance."
  - g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund's obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.
  - h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.
  - i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.
  - j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.
2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.
3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.
5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

*If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.*

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving thirty (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract termination.

The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.
8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.
9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.
10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.
11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.
12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.
13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.
14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a "self-insured." At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney's fees in any suit or action arising out of or related to this Interlocal Agreement.

17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS' FUND CONTACT (See Section 10):

Member Name \_\_\_\_\_

Name of Contact \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_ Email Address \_\_\_\_\_

Street Address (if different from above) \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

\_\_\_\_\_  
 Title \_\_\_\_\_ Date \_\_\_\_\_

Member's Federal Tax I.D. Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

**This Information is MANDATORY**

**TO BE COMPLETED BY FUND: (OFFICE USE ONLY)**

Effective Date of This Agreement \_\_\_\_\_

Member Name \_\_\_\_\_

Contract Number \_\_\_\_\_

SIGNATURE OF AUTHORIZED FUND OFFICIAL

\_\_\_\_\_  
 Title \_\_\_\_\_ Date \_\_\_\_\_



WORKERS' COMPENSATION • PROPERTY • LIABILITY

**CRITICAL ALERT:**  
*Cyber Liability and Data Breach Response Coverage*

DATE: June 7, 2024  
TO: All Members with Core + (Band 1) Cyber Coverage  
RE: 2024-2025 *Cyber Liability and Data Breach Response Coverage* Updates

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Dear Valued Member:

Since 2016, when the TML Risk Pool first began offering *Cyber Liability and Data Breach Response Coverage* (“*Cyber Coverage*”), cyber claims have exponentially increased in both frequency and severity.

Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That’s why the Board of Trustees recently created a new Cyber Fund and approved changes to the Pool’s Coverage structure, effective on October 1, 2024. *Members must elect to continue coverage or “opt-in” by completing and returning the Cyber Interlocal Agreement to participate in the newly-created Cyber Fund.*

**MEMBERS THAT DON'T FOLLOW THE OPT-IN PROCEDURES WILL LOSE THEIR EXISTING CYBER COVERAGE EFFECTIVE AT MIDNIGHT ON SEPTEMBER 30, 2024.**

Included in this packet are:

1. A two-page flyer **explaining the updated Cyber Coverage and why the Pool made certain adjustments to ensure the viability of the program.**
2. A **Limits Page** for the updated Cyber Coverage and a link to the updated Cyber Coverage Document, which shows the contribution increases and available limits.
3. A **new, separate Interlocal Agreement (contract)** to join the Pool’s new Cyber Fund.

Please review the above information.

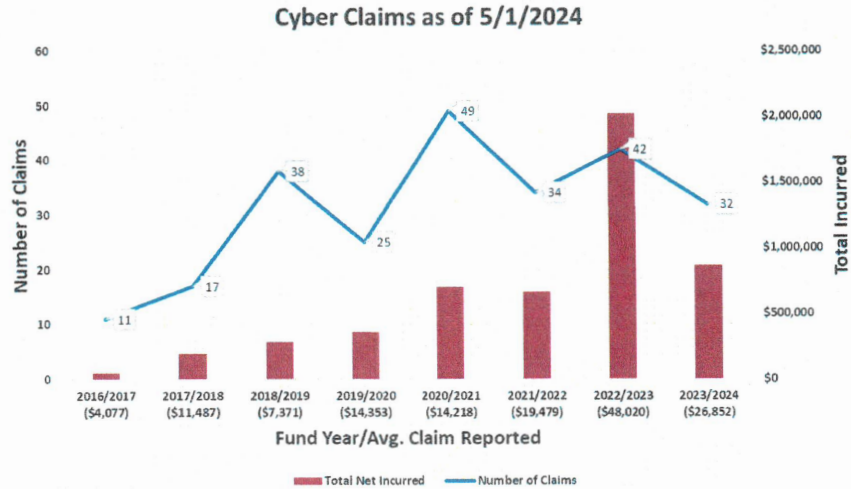
**If your entity wishes to continue Cyber Coverage, simply review, complete and sign, and return the completed Cyber Fund Interlocal Agreement as soon as possible but no later than September 30, 2024.** (Each Member must follow their own statutory and local policies related to contract approval prior to signing.) You can either scan and return the completed and signed agreement by email to [underwriting@tmlirp.org](mailto:underwriting@tmlirp.org) or mail or ship it to Cyber Coverage, c/o TML Intergovernmental Risk Pool, P.O. Box 149194, Austin, Texas 78714. To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement. An executed copy of the agreement will be returned to you.

**REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.**

### CRITICAL ALERT: The Pool’s NEW Cybersecurity Fund

#### Introduction

In 2016, the Pool recognized its Members’ growing cyber liability exposure. Starting that year, complimentary coverage was provided to all Members with either General Liability or Real & Personal Property Coverage. Later, as the exposure increased, the Pool began charging a minimal amount for the coverage. As shown by the chart below, cyber claims have exponentially increased in both frequency and severity since that time.



Future cybercriminal activity is impossible to predict, which means neither the Pool nor any other insurer can rely on past patterns and trends to predict future losses. That’s why the Board of Trustees recently approved the Pool’s formation of a new Cyber Fund and updated *Cyber Liability and Data Breach Response Coverage* (“*Cyber Coverage*”), effective October 1, 2024, for those Members who opt-in and sign the **Cyber Liability Interlocal Agreement**. Read on for details.

Of course, nothing can cover every possible scenario. That’s why each Member *must* take steps to protect themselves, and we can help you do so (regardless of whether you choose our cyber coverage). **Most cyberattacks are preventable, and local officials should implement basic policies, train on them, and follow them.** (See the final section below on loss prevention to learn more.)

#### The New Cyber Fund – Ensuring the Viability of the Pool’s Cyber Coverage

Cyberattacks are becoming more common, more sophisticated, and more expensive. In fact, the Pool’s cyber claims have increased exponentially since 2016. Right now, if every Member of the Pool was hit by a coordinated attack, the Pool’s *total exposure is in the billions of dollars*. Thankfully, that hasn’t happened. But the Pool is updating its Cyber Coverage to ensure that it never does.

The following is a brief overview of the changes:

- The Pool is creating a **separate Cyber Fund** – each Member that wants to continue coverage **must sign a new, separate interlocal agreement (contract) to join the Fund**.
- The Pool’s **total annual payout** for cyber claims will be **capped at \$25 million** – should criminals execute a widespread attack, the Pool’s Board of Trustees would decide how to allocate those funds.
- The limit for third party liability has been reduced to **\$500,000 or \$1,000,000**, depending on whether Core or Core+ option is selected.
- **Cyber coverage contributions (premiums) will increase** based on a Member’s elected limits. The new contribution ranges from \$1,000 to \$1,850 depending on Member type and coverage level (unless a Member chooses a different coverage level, the current level will roll over). Suggestion: Coverage will be renewed at the current elected limit.

**The Coverage: What You Get**

Some of the worst news a local official can receive is that they have fallen victim to a cyberattack. Whether criminals lock up your data and ask you for a ransom to restore it, they trick you into sending money to a fraudulent account and steal it, or whatever the form of an attack, the Pool’s coverage provides, among other things:

- **Breach response**, which includes access to computer experts, public relations specialists, attorneys, negotiators, and others with experience responding to cyberattacks – these experts help you lessen the damage from an attack.
- **Network business interruption**, which can help cover the loss of income and extra expenses (for a limited period) caused by an attack.
- **Cyber extortion**, which can help with ransom payments to recover data.
- **Data recovery costs**, which can help with costs to restore data that was damaged, corrupted, and/or deleted.
- **Fraud protection**, which can help (if certain conditions are met) with costs related to – for example – when an employee is tricked into sending money to a cybercriminal.

The above provides only a very basic overview of the coverage. Every claim is unique, and reading the above isn’t a substitute for carefully reviewing the terms of the new interlocal agreement and coverage document. Please refer to the enclosed outline of the coverages, limit, and sublimit.

**What You Need to Do to Continue Coverage**

To continue coverage, simply review, complete and sign, and return the Cyber Fund Interlocal Agreement. (Each Member **must follow their own statutory and local policies related to contract approval prior to signing.**) To change the Core or Core+ limit selection, simply include that request with the Interlocal Agreement.

As part of this process, we encourage you to review the 2024-2025 Cyber Liability and Data Breach Response Coverage Document that is stored on the Pool’s Member Portal, which you can access from the Pool’s website at [www.tmlirp.org](http://www.tmlirp.org).

That’s it! You’ll be billed later for the costs of all your coverages, including the cyber coverage.

**REMEMBER – THE INTERLOCAL AGREEMENT MUST BE RETURNED BY SEPTEMBER 30, 2024, IN ORDER FOR COVERAGE TO CONTINUE.**

**Risk Management and Loss Prevention**

As mentioned above, the best way to deal with a cyberattack is to avoid it altogether. The Pool has a dedicated Cyber Risk Services Manager – Ryan Burns ([rburns@tmlirp.org](mailto:rburns@tmlirp.org)) – who can assist any Member with loss prevention, including individual review of Member exposures and transfer of risk via contracts provisions, loss prevention efforts, appropriate coverage, and more.

**Additional Resources**

The Pool provides prevention education in various ways. The easiest to access are short podcast episodes and YouTube videos. For example, any local official who wants to know just how painful a cyberattack can be should listen to Episode 9c of the “Local Officials: *Stronger, Together* Podcast.”

In the eye-opening episode, Scott interviews City of Tomball Assistant City Manager Jessica Rogers. Cyber-criminals hacked Tomball at the end of 2022, and the city is still — one year later — dealing with the aftermath. In this episode — which should be required listening for every city official in Texas (and beyond) — Jessica explains exactly what it’s like to have essentially every computer system go down, including 9-1-1 dispatch, utility metering and billing, permitting, and everything in between. She also describes the long road to getting everything up and running. Don’t miss our chance to learn from this chill-inducing story. (To listen, go to [www.tmlirp.org](http://www.tmlirp.org), click on the “STP Podcast” link at the top of the page, and scroll down to Episode 9c.)



### LIMIT PAGE

Your entity currently has **Core + Cyber** Coverage with the Pool. The following is an abbreviated description of the Core and Core+ limit structure beginning October 1, 2024. The Coverage Document can be accessed at <https://members.tmlirp.org/downloads> (this link will ask you to log into the Member Portal for access).

*A limit of \$25,000,000 is shared by all Members for aggregate losses occurring within the Fund Year as defined in the Cyber Liability and Data Breach Response Interlocal Agreement.*

	Core	Core+
<b>Tower 1 - Limit of Liability*</b>	\$500,000	\$1,000,000
Data & Network and Media Liability Aggregate Limit of Liability	\$500,000	\$1,000,000
Retention	\$0	\$0
<b>Tower 2 - Limit of Liability</b>	\$100,000	\$250,000
<b><u>First Party Loss</u></b>		
Business Interruption Aggregate Sublimit	\$20,000	\$50,000
Cyber Extortion Loss Aggregate Sublimit	\$25,000	\$50,000
Data Recovery Costs Aggregate Sublimit	\$20,000	\$50,000
Reputational Loss Aggregate Sublimit	\$5,000	\$10,000
Retention (other than Business Interruption)	\$0	\$5,000
Income Loss Retention under Business Interruption	\$5,000	\$5,000
<b><u>Third Party Loss</u></b>		
Regulatory Defense and Penalties Aggregate Sublimit	\$25,000	\$75,000
Payment Card Liabilities & Costs Aggregate Sublimit	\$10,000	\$25,000
Retention	\$0	\$5,000
<b><u>eCrime</u></b>		
Fraudulent Instruction Aggregate Sublimit	\$25,000	\$50,000
Funds Transfer Aggregate Sublimit	\$25,000	\$50,000
Telephone Fraud Aggregate Sublimit	\$25,000	\$50,000
Criminal Reward	\$2,500	\$2,500
Retention (other than Criminal Reward)	\$2,500	\$5,000
Retention Criminal Reward	\$0	\$0
<b>Tower 3 - Limit of Liability</b>	\$100,000	\$150,000
<b>Breach Breach Response Aggregate Limit of Liability</b> Beazley Response Services	\$100,000	\$150,000
Retention	\$0	\$0
<b>New 2024-25 Annual Contribution</b>	<b>\$1,000</b>	<b>\$1,250</b>
<i>Previous 2023-24 Contribution</i>	<i>\$175</i>	<i>\$247.24</i>

*\*The Tower 1 Limit of Liability changed from \$1 million to \$500,000 for Core limits and from \$2 million to \$1 million for Core+ limits. All other limits remained unchanged.*

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

**Meeting Date: July 17, 2024**

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action the first renewal of the Interlocal Agreement between the City of Rollingwood and the City of Austin for Public Health Services

**Description:**

The City of Rollingwood has an Interlocal Agreement with Austin Public Health for Public Health Services. This agreement, which was approved last year, must be renewed annually.

**Action Requested:**

To approve the first renewal of the Interlocal Agreement between the City of Rollingwood and the City of Austin for Public Health Services

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time.

**Attachments:**

- Letter from Austin Public Health regarding Renewal of Interlocal
- First Renewal of Interlocal Agreement
- Interlocal between City of Rollingwood and Austin Public Health dated 09-08-2023



June 17, 2024

Ashley Wayman, City Administrator  
 City of Rollingwood  
 403 Nixon Drive  
 Rollingwood, TX 78746

Dear Ms. Wayman,

Under the terms of the Interlocal Agreement between the City of Rollingwood and the City of Austin, for public health services, is set to expire on September 30, 2024. Per Section 2.0, this agreement may be renewed for one (1) additional one-year term upon written approval of the parties.

Please find enclosed two original agreement renewal forms signed by Austin Public Health Director Adrienne Sturup. To finalize the renewal of the agreement, please have the City Manager/Administrator/Secretary as appropriate sign these two forms and return one original copy to the Environmental Health Services Division using the enclosed stamped, self-addressed envelope.

We appreciate the opportunity to work with your city to provide these public health services. Should you have any questions, please do not hesitate to contact Environmental Health Supervisor, Michael Bland at (512) 978-0346 or by e-mail at [Michael.Bland@austintexas.gov](mailto:Michael.Bland@austintexas.gov)

Respectfully,

A handwritten signature in blue ink that reads 'Marcel Elizondo'.

Marcel Elizondo, Division Chief  
 Environmental Health Services Division  
 Austin Public Health

Enclosures

Renewal of Interlocal Agreement Forms

- cc: Adrienne Sturup, Director APH
- Todd Mers, PH Program Manager II, APH/EHSD
- Joe Castelan, Administrative Manager, APH/EHSD
- Michael Bland, Environmental Health Supervisor, APH/EHSD
- Denise Estrada, Customer Solutions Coordinator



**FIRST RENEWAL OF INTERLOCAL AGREEMENT  
FOR PUBLIC HEALTH SERVICES  
BETWEEN THE CITY OF AUSTIN AND THE CITY OF ROLLINGWOOD**

This First Renewal of the Interlocal Agreement for Public Health Services is entered into by and between the City of Austin, a Texas home-rule municipality located in Travis, Hays and Williamson counties (Austin), and City of Rollingwood, a Texas municipal corporation located in Travis County (Rollingwood).

Austin and Rollingwood entered into an interlocal agreement under which Austin provides certain public health services to Rollingwood in exchange for compensation in the form of inspection, permit and other fees.


The initial term of the Agreement became effective on October 1, 2023.

The terms of the initial Agreement permit the parties to renew the Agreement for up to four successive one-year terms. Austin and Rollingwood wish to renew the Agreement for a one-year term effective October 1, 2024, and terminating on September 30, 2025.

NOW, THEREFORE, for good and valuable consideration, the amount and sufficiency of which are acknowledged, Austin and Rollingwood agree to amend the Agreement as follows:

- 1) The Agreement is renewed for an additional one-year term from October 1, 2024, through September 30, 2025 (2025 Term).
- 2) All other terms and conditions of the Agreement shall remain in full force and effect for the 2025 Term.

CITY OF AUSTIN  
A Texas Home Rule Municipality

By:   
Title: Director

CITY OF ROLLINGWOOD

By: \_\_\_\_\_  
Title: \_\_\_\_\_

**FOOD PROTECTION FEES**

**Food Enterprise Operating Permit Fees**

Food Service, Retail Food, Food Processing Plant or Warehouse	FEES	Food Service, Retail Food	FEES
<i>Fees marked with **** are not applicable to Charitable Feeding Organizations</i>			
<u>Risk Categories:</u>	<u>Size Categories:</u>	<u>Risk Categories:</u>	<u>Size Categories:</u>
1 (low risk)	A (>50 employees)	1 (low risk)	A (>50 employees)
2 (medium risk)	B (26-50 employees)	2 (medium risk)	B (26-50 employees)
3 (high risk)	C (1-25 employees)	3 (high risk)	C (1-25 employees)
Low Risk/Small - 1C	\$359	Low Risk/Small - 1C	\$250
Low Risk/Medium - 1B	\$378	Low Risk/Medium - 1B	\$275
Low Risk/Large - 1A	\$416	Low Risk/Large - 1A	\$300
Medium Risk/Small - 2C	\$532	Medium Risk/Small - 2C	\$275
Medium Risk/Medium - 2B	\$608	Medium Risk/Medium - 2B	\$300
Medium Risk/Large - 2A	\$684	Medium Risk/Large - 2A	\$300
High Risk/Small - 3C	\$601	High Risk/Small - 3C	\$275
High Risk/Medium - 3B	\$782	High Risk/Medium - 3B	\$300
High Risk/Large - 3A	\$896	High Risk/Large - 3A	\$300
Child Care Facility	\$359	Child Care Facility	\$250
Qualified High Quality Childcare Facility (COA Only)	\$0		

**Food Processing Plant or Warehouse**

n/a

**Certified Farmers Market Permit Fees**

Class A	\$100	Class A	n/a
Class B	\$100	Class B	n/a

**Mobile Food Vendor Fees**

Mobile Vendor Application Fee	\$158	Unrestricted Permit/Unit	\$273
Unrestricted Permit/Unit	\$239	Restricted Permit/Unit	\$198
Restricted Permit/Unit	\$212	Mobile Vendor TC Fire Inspection	\$266
Mobile Vendor Re-Inspection	\$109	Mobile Vendor TC Fire Re-inspection	\$266
Mobile Vendor AFD Fire Inspection*	\$200	First TC re-inspection at no cost.	
Mobile Vendor AFD Fire Re-Inspection*	\$200		
Mobile Food Vendor AFD Cancellation Fee**	\$200		

\*Fees are assessed by COA Fire Department.

First AFD Fire Re-inspection at no cost.

\*\*Cancellation Fees may be assessed for No Shows

**Temporary Food Permit Fees**

1 booth, 1 calendar day	\$75	1-5 calendar days	\$98/booth
1-5 calendar days	\$280/booth	6-14 calendar days	\$145/booth
6-14 calendar days	\$303/booth	Expedited/Late Permit Application Fee	n/a
Expedited/Late Permit Application Fee	\$227		

**Vending Machine Fees**

Vending Machine Application Fee	\$120	Vending Machine Application Fee	n/a
Permit Fee (per machine)	\$25		

**Food Enterprise Inspection Fees**

Pre-Opening Inspection	\$178	Pre-Opening Inspection	n/a
Food Re-inspection	\$109	Food Re-inspection	n/a
Central Preparation Facility Registration	\$150		

**Food Enterprise Plan Review Fees**

Event Health & Safety Review	\$265	Event Health & Safety Review	n/a
New Construction	\$312	New Construction	\$10
Remodel of Permitted Facility		Remodel of Permitted Facility	
>10,000 sq. ft.	\$312	>10,000 sq. ft.	\$10
2,500-10,000 sq. ft.	\$266	2,500-10,000 sq. ft.	\$10
<2,500 sq. ft.	\$221	<2,500 sq. ft.	\$10

**OTHER FEES**

Custodial Inspection	\$110	Custodial Inspection	n/a
Qualified High Quality Child Care Facility	\$0		
Junk Yard, Auto Wrecking & Salvage Yard	n/a	Junk Yard, Auto Wrecking & Salvage Yard	\$25
Slop and Swill Permits (per vehicle)	\$128	Slop and Swill Permits (per vehicle)	n/a
Tourist Court Permits	\$150	Tourist Court Permits	n/a
Food/Pool Inspection outside of normal work hours	\$173	Food/Pool Inspection outside of normal work hours	n/a
Permit Late Fee	\$100	Permit Late Fee	n/a
Food/Pool Variance Request/HACCP Review	\$337	Food/Pool Variance Request/HACCP Review	n/a

**SWIMMING POOLS**

Swimming Pool Permit	\$245	Swimming Pool Permit	\$95
Spa Permit	\$185	Spa Permit	\$95
Additional Spa	\$185	Additional Spa	\$95
Pool/Spa Plan Review (New or Remodel)	\$312	Pool/Spa Plan Review (New or Remodel)	\$50
Certificate of Occupancy Inspection	\$224	Certificate of Occupancy Inspection	n/a
Change of Ownership Inspection	\$224	Change of Ownership Inspection	n/a
Pool/Spa Re-inspection	\$173	Pool/Spa Re-inspection	n/a

Updated April 25<sup>th</sup>, 2024

Effective May 8<sup>th</sup>, 2024

**INTERLOCAL COOPERATION AGREEMENT FOR PUBLIC HEALTH SERVICES  
BETWEEN THE CITY OF AUSTIN AND THE CITY OF ROLLINGWOOD**

This Agreement for Public Health Services (“Agreement”) is made and entered into by and between the City of Austin, a municipal corporation and political subdivision of Texas ("Austin") and the City of Rollingwood, Travis County, a municipal corporation and political subdivision of Texas (“Rollingwood”), together the “parties,” and each individually, a “party.”

**RECITALS**

Austin and Rollingwood have the authority to provide for the enactment and enforcement of ordinances for the general welfare and health of local citizens under Chapter 51 of the Local Government Code and other statutes.

Austin has established a public health department to provide for and promote public health through the enforcement of laws and ordinances governing activities affecting public health in Austin.

Rollingwood has adopted public health ordinances and wishes to secure certain health inspection services from Austin.

Austin has experienced and trained personnel that can provide inspection services to Rollingwood in a way that would be more efficient than efforts by Rollingwood to provide those same services directly to its residents.

Austin and Rollingwood have the authority to enter into this Agreement under Chapter 791 of the Texas Government Code and Chapter 121 of the Health and Safety Code.

NOW, THEREFORE, in consideration of the agreements and consideration set forth below, the amount and sufficiency of which are hereby acknowledged, Rollingwood and Austin agree as follows:

**1.0 DEFINITIONS**

- 1.01 "Austin" means City of Austin, Texas.
- 1.02 “Custodial Care” means a general environmental health and safety inspection conducted at the request of a facility operator or resident to fulfill the requirements of the state licensing agency for child care, adoption or foster care.
- 1.03. "Director" means the Director of Austin Public Health.
- 1.04 “Food Enterprise” has the same meaning set forth in the Austin City Code.
- 1.05 "Fiscal Year" means the 12-month time-period between October 1 and September 30 of the following year.

1.06 "Mayor" means the Mayor of Rollingwood or his or her successor.

1.07 "Swimming Pools and Spas" has the same meaning as established in Title 25, Chapter 265 of the Texas Administrative Code and the 2018 International Swimming Pool and Spa Code.

2.0 AGREEMENT TERM

Initial Term. This Agreement will be effective for a term beginning October 1, 2023 and ending September 30, 2024, unless sooner terminated under the terms of this Agreement.

It is understood and agreed that in no event shall any provision of this Agreement or any contract entered into under the terms of this Agreement be interpreted to obligate either party to provide funding or services beyond the revenues currently available to the party.

Renewal Term(s). This Agreement may be renewed for an additional four (4) successive 12-month terms upon written approval of the parties.

3.0 RESPONSIBILITIES OF AUSTIN

3.01 Austin shall:

3.01.1 Conduct inspections and help administer and enforce state laws and Rollingwood's ordinances regulating Food Enterprises, Swimming Pools and Spas and Custodial Care establishments. More specifically, Austin shall conduct plan review, permit issuance, inspections and complaint investigations, and shall participate in Rollingwood's administrative enforcement as described in Section 3.03 of the Agreement.

3.01.2 Prepare and maintain case files of completed inspections and inform Rollingwood of the results of such inspections and any recommendations for action by Rollingwood.

3.01.3 Ensure Austin-staff is available to testify at court proceedings in the event suit is brought regarding the services provided under this Agreement or Rollingwood's enforcement actions.

3.01.4 Collect all fees related to inspection, permitting, and plan review activities as provided for in this Agreement from affected businesses based on fee rates set forth in Exhibit A or as otherwise amended by the Austin City Council.

3.02 Austin shall have no duty to perform the following activities, and Rollingwood agrees to be fully responsible for the following:

3.02.1 Initiate or prosecute civil or criminal suits resulting from complaints or cases investigated under this Agreement.

3.02.2 Schedule or conduct enforcement hearings.

3.02.3 Assess or collect any penalties, fines, or liens.

3.03 Enforce state law(s) and any applicable Rollingwood ordinances, which shall be limited to on-site investigations, issuance of notices, attempts to secure voluntary compliance, and provision of testimony and evidence in administrative hearings before Rollingwood City Council or its delegate.

4.0 RESPONSIBILITIES OF ROLLINGWOOD

4.01 Rollingwood shall:

4.01.1 Authorize personnel of Austin Public Health, to act as its agents in enforcing state law and any applicable Rollingwood ordinances.

4.01.2 Provide Austin certified copies of any Rollingwood ordinances intended to be enforced in accordance with this Agreement.

4.01.3 Schedule and conduct required legal enforcement hearings related to services rendered under this Agreement. Additionally, Rollingwood will be responsible for implementing legal enforcement measures that result from enforcement hearings.

4.01.4 Assess and collect fines and penalties and enforce liens.

4.01.5 Notify Austin Public Health regarding Food Enterprises or Swimming Pools and Spas for which Rollingwood has received a site plan or building permit application.

5.0 MUTUAL RESPONSIBILITIES

Austin and Rollingwood agree to meet annually to establish and evaluate operating policies and procedures and make adjustments or changes that mutually benefit both parties, unless otherwise scheduled by mutual agreement.

6.0 COMPENSATION

In consideration of the services to be provided by Austin under this Agreement, Rollingwood grants to Austin the exclusive right to bill, collect, and retain all inspection, permit and other fees from residents and businesses located within the corporate limits of Rollingwood, Texas based on fee rates set forth in Exhibit A incorporated herein for all purposes or as otherwise amended by Austin City Council.

By approving this Agreement, Rollingwood hereby adopts the fees described in Exhibit A, waives all rights to fees collected by Austin, and designates Austin as its exclusive agent for



purposes of providing the services and collecting the related fees as described in this Agreement. The parties agree that Austin shall bill and collect fees in accordance with Austin policies and procedures.

In recognition of the fact that Austin’s compensation under this Agreement for permitting and inspection services will be the fees it is able to collect from Rollingwood’s residents and businesses, Rollingwood agrees to promptly take action against any resident or business that fails to pay a fee in a timely manner

7.0 ENTIRE AGREEMENT

All oral and written agreements between the parties relating to the subject matter of this Agreement that were made prior to the execution of this Agreement have been reduced to writing and are contained in this Agreement.

8.0 RETENTION, ACCESSIBILITY AND AUDIT OF RECORDS AND REPORTS

8.01 Original Records. Austin, on behalf of Rollingwood, shall create and maintain files and records regarding permits, investigations and enforcement activities undertaken under this Agreement. All original records shall belong to Austin. Rollingwood shall be entitled to make and retain such copies as may be necessary to document its work.

8.02 Record Retention. Austin shall maintain the original of all routine fiscal and performance records and documentation of its activities performed under this Agreement in a readily available state and location until the later of: a) the completion by Rollingwood of an audit in conformance with generally accepted accounting principles and procedures for governmental organizations or b) three (3) years after the Agreement term in which the activity occurred. Rollingwood shall maintain records related to this Agreement in accordance with applicable government records retention schedules.

8.03 Rollingwood Access. Austin shall give Rollingwood, or its duly authorized representatives, full and reasonable access to and the right to examine all books, records, accounts, reports, files, and other papers, things or property belonging to or in use by Austin pertaining to this Agreement in an accessible location at reasonable times and for reasonable periods. These rights to access shall continue as long as these records are retained by Austin.

8.04 Rollingwood Audit. Rollingwood has the right to conduct an annual financial and compliance audit of Austin’s performance of this Agreement. Austin shall permit Rollingwood, or its duly authorized representatives, to audit Austin’s records that relate to this Agreement and to copy, at Rollingwood’s expense, any document, materials or information necessary to facilitate these audits.

8.05 Austin Access. Rollingwood shall give Austin, or its duly authorized representatives, full and reasonable access to and the right to copy and examine all books, records, accounts, reports, files, and other papers, things or property belonging to or in use by Rollingwood pertaining to this Agreement in an accessible location at reasonable times and for reasonable periods. These rights to access shall continue as long as these records are retained by Rollingwood. As requested by Austin, Rollingwood shall certify to Austin the financial records relating to the performance of this Agreement.

## 9.0 AGENCY

The parties expressly acknowledge and agree that the actions of Austin personnel while in the performance of duties authorized by this Agreement shall be deemed to be the actions of Rollingwood. However, no employee of Austin shall be considered an employee of Rollingwood for purposes of gaining any rights or benefits available to an employee of Rollingwood pursuant to Rollingwood's personnel policies.

## 10.0 ON-SITE MONITORING

Rollingwood has the right to perform periodic on-site monitoring of Austin's compliance with the provisions of this Agreement and of the adequacy and timeliness of Austin's performance under this Agreement.

## 11.0 TERMINATION AND REMEDIES, CANCELLATION

11.01 Breach. Either party may terminate this Agreement if the other is in breach of an obligation and fails to cure such breach within thirty (30) days of receipt of written notice from the non-breaching party. If more than thirty (30) days are required to cure such default or breach, a reasonable time in excess of said days may be established, provided both parties agree in writing as to the time period to be substituted.

11.02 Termination. Either party has the right to terminate this Agreement, in whole or in part, as follows:

11.02.1 The other party fails to comply with a term or condition of this Agreement and failed to cure the breach in accordance with Section 11.01 of the Agreement;

11.02.2 The party is unable to conform to changes required by federal, state or local laws or regulations; or

11.02.3 The governing body of either party fails to approve funding sufficient to meet its obligations under the Agreement during their annual budget planning and adoption process.

- 11.03 Procedure for Termination. In the event of termination under Section 11.02.2 or 11.02.3 of the Agreement, the party desiring to terminate shall notify the other party in compliance with the notice provisions described in Section 14 of the Agreement regarding the decision to terminate and specify an effective date of termination that is at least thirty (30) days after that notice and, in the case of partial termination, the portion of the Agreement to be terminated.
- 11.04 Termination Without Cause. Either party may terminate this Agreement at any time, in whole or in part, without cause, upon providing at least sixty (60) days written notice to the other party.
- 11.05 Rights Surviving Termination. City's right to bill and collect any fee that became due during the term of this Agreement shall survive the termination of this Agreement.

## 12.0 AMENDMENTS

This Agreement may be amended only in a writing approved by each party's governing body and signed by an authorized representative of each party.

## 13.0 LIABILITIES, CLAIMS

- 13.01 Liability. Austin shall not be liable for any claims, damages or attorney's fees arising from negligence or unlawful acts of Rollingwood or its agents arising from the performance of duties or responsibilities under this Agreement. Rollingwood shall not be liable for any claims, damages or attorney's fees arising from acts of Austin or its employees conducted outside the scope of this Agreement.
- 13.02 Claims. If any claim or other action, including proceedings before an administrative agency, is made or brought by a person, firm, corporation or other entity against Austin or Rollingwood relating to the performance of the obligations under this Agreement, the party receiving notice of the claim shall give written notice to the other party of the claim or other action within three (3) working days after being notified of it or the threat of it, such notice to include: the name and address of the person, firm, corporation or other entity that made or threatened to make a claim, or that instituted or threatened to institute any type of action or proceeding; the basis of the claim, action or proceeding; the court or administrative tribunal, if any, where the claim, action or proceeding was instituted; and the name or names of any person against whom this claim is being made or threatened. This written notice shall be given in the manner described in Section 14 of the Agreement. Except as otherwise directed, each party shall furnish the other with copies of all pertinent papers received by that party with respect to such claims or actions.

14.0 NOTICES

14.01 Written Notice. Unless otherwise specified, all notices to be given to either party under this Agreement shall be in writing and may be delivered by courier or sent via electronic mail or postage pre-paid by certified or registered mail, return receipt requested. Notice shall be deemed effective if sent to the parties and addresses designated below, upon receipt in case of hand delivery or electronic mail, and three (3) days after deposit in the U.S. Mail, in case of mailing.

14.02 Rollingwood Address. The address of Rollingwood for all purposes under this Agreement and all notices hereunder shall be:

City Administrator  
City of Rollingwood  
403 Nixon Drive  
Rollingwood, Texas 78746  
Email: [awayman@rollingwoodtx.gov](mailto:awayman@rollingwoodtx.gov)

14.03 City of Austin Addresses. The addresses of Austin for all purposes under this Agreement and for all notices hereunder shall be:

City of Austin  
Office of the City Manager  
City Hall  
301 West 2<sup>nd</sup> Street, Third Floor  
Austin, Texas 78767

With copies to:

Adrienne Sturup, Director (or successor)  
Austin Public Health Department  
7201 Levander Loop, Building E  
Austin, Texas 78702  
Email: [Adrienne.Sturup@austintexas.gov](mailto:Adrienne.Sturup@austintexas.gov)

Marcel Elizondo, Division Chief (or successor)  
Austin Public Health Department  
P.O. Box 142529  
Austin, Texas 78714  
Email: [Marcel.Elizondo@austintexas.gov](mailto:Marcel.Elizondo@austintexas.gov)

14.04 Change of Address. Each party may change the address for notice to it by giving notice of the change in compliance with Section 14.01 of the Agreement.

15.0 LAW AND VENUE

This Agreement is governed by the laws of the State of Texas and all obligations under it are performable in Travis County, Texas. It is expressly understood that venue for any lawsuit or dispute arising out of or relating to this Agreement will be in Travis County.

#### 16.0 COMPLIANCE WITH LAWS

Austin and Rollingwood shall observe and comply with the Constitutions of the United States and the State of Texas, and all applicable federal, state, City of Austin and Rollingwood laws, rules, ordinances and regulations affecting the conduct and performance of all obligations undertaken pursuant to this Agreement.

#### 17.0 RESERVATION OF RIGHTS AND REMEDIES, NON-WAIVER; NO JOINT VENTURE

17.01 Rights and Remedies. If either party breaches this Agreement, the other party shall be entitled to any and all rights and remedies provided for by Texas law and any applicable Federal laws or regulations. All rights of Rollingwood and Austin, respectively, under this Agreement are specifically reserved and any payment, act or omission shall not impair or prejudice any remedy or right under this Agreement. Any right or remedy in this Agreement shall not preclude the exercise of any other right or remedy under this Agreement or under any law, nor shall any action taken in the exercise of any right or remedy be deemed a waiver of any other rights or remedies.

17.02 Non-Waiver. One or more acts of forbearance by either party to enforce any provision of this Agreement or any payment, act or omission by either party shall not constitute or be construed as a modification of this Agreement or a waiver of any breach or default of the other party which then exists or may subsequently exist.

17.03 Immunity or Defense. It is expressly understood and agreed that, in the execution of this Agreement, neither Austin nor Rollingwood waives nor shall be deemed to have waived, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its governmental powers and functions.

17.04 No Joint Venture or Joint Enterprise/No Third Party Beneficiaries. This Agreement shall not be construed to establish a joint venture or joint enterprise by the parties, nor shall this Agreement be construed to create or grant rights, contractual or otherwise, to any other person, or entity not a party to this Agreement.

#### 18.0 ASSIGNABILITY

Neither party may assign any of the rights or duties created by this Agreement without the prior written approval of the other party. It is acknowledged by both parties that no officer, agent, employee or representative of either party has any authority to assign any part of this Agreement unless expressly granted that authority by the party's governing body.

#### 19.0 BINDING CONTRACT

Subject to Section 18.0, this Agreement shall be binding upon the successors, assigns, administrators, and legal representatives of the parties to this Agreement.

20.0 SEVERABILITY

If any portion of this Agreement is ruled invalid by a court of competent jurisdiction, the remainder of it shall be construed as if that portion were not included in the Agreement and shall remain valid and binding.

21.0 MEDIATION

When mediation is acceptable to both parties in resolving a dispute arising under this Agreement, the parties agree to use the Dispute Resolution Center of Austin, Texas, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation shall remain confidential as described in Section 154.073 of the Texas Civil Practice and Remedies Code, unless both parties agree, in writing, to waive the confidentiality.

22.0 INTERPRETATIONAL GUIDELINES

22.01 Computation of Time. When any period of time is stated in this Agreement, the time shall be computed to exclude the first day and include the last day of the period. If the last day of any period falls on a Saturday, Sunday or a day that either party has declared a holiday for its employees it shall be omitted from the computation.

22.02 Headings. The headings at the beginning of the various provisions of this Agreement have been included only to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing this Agreement.

23.0 DESIGNATION OF CODE ENFORCEMENT OFFICERS

Approval of this Agreement by Rollingwood City Council constitutes Rollingwood's designation of its authority to enforce Rollingwood's ordinances regulating Food Enterprises Swimming Pools and Spas, and Custodial Care establishments and to collect related fees, as provided in this Agreement, to qualified personnel of Austin Public Health as Code Enforcement Officers of Rollingwood.

24.0 NON-APPROPRIATION.

The awarding or continuation of this Agreement is dependent upon the availability of funding and authorization by Austin City Council. Austin's performance obligations rely solely on funds appropriated and available for this Agreement. The absence of appropriated or other lawfully available funds shall render the Agreement null and void to the extent funds are not appropriated or available and any deliverables delivered but unpaid shall be returned to Rollingwood. Austin shall provide Rollingwood written notice of the failure of Austin to make an adequate appropriation for any fiscal year to perform under the Agreement, or the reduction of any appropriation to an amount insufficient to permit Austin to perform its obligations under the Agreement. In the event of non- or inadequate appropriation of funds, there will be no penalty or removal fees charged to Austin.

Executed on this the 8<sup>th</sup> day of September, 2023.

CITY OF ROLLINGWOOD

By: [Signature]

Title: Mayor

CITY OF AUSTIN

By: [Signature]

Title: Director, AFI

## AGENDA ITEM SUMMARY SHEET

### City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on the 2024 Joint Election Agreement with Travis County

**Description:**

The City of Rollingwood contracts with Travis County to conduct our elections. This agreement is for Travis County to conduct Rollingwood's November 5, 2024 general election.

This agreement is substantially the same as has been used in previous years and has been reviewed and approved by legal counsel.

**Action Requested:**

To approve the 2024 Joint Election Agreement with Travis County

**Fiscal Impacts:**

The City will pay Travis County an amount based on the city's share of the election work. This will depend on how many other organizations contract with them for their elections and has been budgeted for.

**Attachments:**

- Joint Election Agreement with Travis County – November 2024
- Signature Page to Joint Election Agreement



## JOINT ELECTION AGREEMENT FOR NOVEMBER 5, 2024 ELECTIONS

### Recitals

1. Travis County (the “County”) will be conducting general and special elections for the participating entities (each, a “Participating Entity,” and together, the “Participating Entities”) listed in Exhibit A, which is attached to and incorporated into this agreement, on November 5, 2024. Each Participating Entity requires elections to be held on November 5, 2024 in those portions the Participating Entity’s territory that are located in Travis County.
2. Under Texas Election Code Section 271.002, political subdivisions of the State of Texas are authorized to hold elections jointly in voting precincts that can be served by common polling places if elections are ordered by the authorities of two or more political subdivisions to be held on the same day in all or part of the same territory.
3. Texas Government Code Chapter 791 authorizes local governments to contract with one another and with state agencies for various governmental functions, including those in which the contracting parties are mutually interested.
4. It would benefit the County, the Participating Entities, and their respective citizens and voters to hold the elections jointly in the election precincts that common polling places can serve.

Pursuant to Texas Election Code Sections 271.002 and 271.003 and Texas Government Code Chapter 791, this Joint Election Agreement is entered into by and between Travis County, a political subdivision of the State of Texas acting by and through the Travis County Commissioners Court, and the Participating Entities, each acting by and through their respective governing bodies.

### **I. Scope of Joint Election Agreement**

This agreement covers conducting the November 5, 2024 General and Special Elections for the Participating Entities. The Participating Entities will hold these elections on November 5, 2024 (“Election Day”) jointly for the Participating Entities’ voters who reside in Travis County.

### **II. Election Officer**

The Participating Entities hereby appoint the Travis County Clerk, the election officer for Travis County, as the election officer to perform or supervise the County’s duties and responsibilities involved in conducting the joint election covered by this agreement. **III.**

### **Early Voting**

Each of the Participating Entities agrees to conduct its early voting jointly. Each of the Participating Entities appoints the Travis County Clerk, the early voting clerk for Travis County, as the early voting clerk for the joint election. Early voting for the

Participating Entities will be conducted at the dates, times, and locations to be mutually agreed upon by the election officer and authorized and ordered by the governing body of each Participating Entity.

A. County Responsibilities

1. The County will provide to the governing body of each Participating Entity a list of places, times, and dates of early voting suitable for consideration and adoption by the governing body, under Texas Election Code chapter 85.
2. The Travis County Clerk, as the early voting clerk, will be responsible for conducting early voting by mail and by personal appearance for all Travis County voters voting in the joint election. The Travis County Clerk will receive from each Participating Entity's regular early voting clerk applications for early voting ballots to be voted by mail, under Texas Election Code Title 7. The Travis County Clerk will send early voting ballots by mail and receive early voting ballots for early voting by mail. The Travis County Clerk may appoint such deputy early voting clerks as necessary to assist the Travis County Clerk with voting to take place at the early voting locations.
3. The County will determine the number of election workers to hire to conduct early voting in the joint election. The Travis County Clerk will arrange or contract for training for all election workers and will assign all election workers employed for early voting in the joint election. The training of these election workers is mandatory; these individuals will be compensated for their time in training. The County will provide a training facility for election schools to train election workers employed in conducting early voting, including early voting by personal appearance at main and temporary branch early voting polling places, early voting by mail, and other aspects of the early voting program for the joint election. The County will name early voting deputies and clerks employed to conduct early voting.
4. The County will provide and deliver all supplies and equipment necessary to conduct early voting for the joint election, including ballots, election forms, any necessary ramps, utility hook-ups, signs, registration lists and ballot boxes, to early voting polling places. The County will designate and confirm all early voting polling place locations.
5. The County will be responsible for preparing and transporting the electronic voting equipment necessary to conduct early voting. The County will perform all tests of voting equipment as required, including posting notice of equipment testing.
6. Under Election Code sections 66.058 and 271.010, the Participating Entities appoint the Travis County Clerk as the joint custodian of records for the sole purpose of preserving all voted ballots securely in a locked room in

the locked ballot boxes for the preservation period that the Election Code requires.

- 7. The County will receive ballot language in both English and Spanish from each Participating Entity and format the ballots as needed to include these languages. The County will provide each Participating Entity with a final proof of ballot language for approval before printing the ballots. Upon final proof approval, ballots will be printed in an expedited timeframe so as to allow ballot allocations for the Early Voting by Personal Appearance Program, and the ballot mail outs for the Early Voting by Mail Program.
- 8. A single joint voter sign-in process consisting of a common list of registered voters, and common signature rosters will be used for early voting. A single, combined ballot and single ballot box will be used. The County will use an electronic voting system, as defined and described in Texas Election Code Title 8, and agrees to use ballots that are compatible with such equipment.
- 9. The County will be responsible for conducting the Early Voting Ballot Board. The County will designate a person to serve as the presiding judge for the Early Voting Ballot Board and will provide that information to the governing body of each Participating Entity for entry of an order by that authority appointing this official. The presiding judge for the Early Voting Ballot Board is eligible to serve in this capacity. The presiding judge for the Early Voting Ballot Board will appoint two or more election clerks, and the judge and clerks will comprise the Early Voting Ballot Board and will count and return early voting ballots, and perform other duties the Election Code requires of it.

**B. Participating Entities' Responsibilities**

- 1. Each Participating Entity will appoint a qualified person to serve as the regular early voting clerk for the Participating Entity. The regular early voting clerk for each respective Participating Entity will receive requests for applications for early voting ballots to be voted by mail and will forward in a timely manner, as prescribed by law, any and all applications for early voting ballots to be voted by mail, received in the Entity's office, to the Travis County Clerk.
- 2. Each Participating Entity will appoint a qualified person to act as custodian of records for the Participating Entity to perform the duties imposed by the Election Code on the custodian of records for its respective entity.
- 3. Each Participating Entity will provide ballot language for the respective portion of the official ballot to the County in both English and Spanish. The Participating Entity must make any additions, modifications, deletions, or other changes to such ballot contents or language before the Participating Entity's final proof approval. The County will provide the Participating Entity with a final proof of ballot language, as it is to appear on the ballot,

for final proof approval. Upon final proof approval, the ballot will be programmed for the voting equipment in an expedited timeframe so as to allow ballot allocations for the Early Voting by Personal Appearance Program, and the printed ballot mail outs for the Early Voting by Mail Program.

#### **IV. Election Day**

##### **A. County Responsibilities**

1. The County will designate and confirm all Election Day polling place locations for the joint election, and will forward such information to the Participating Entities in a timely fashion to allow the governing body of the respective Participating Entities to enter orders designating such polling places.
2. The County will designate the presiding election judge and the alternate presiding election judge to administer the election in the precinct in which a common polling place is to be used and will forward such information to the Participating Entities to allow the governing bodies of the respective Participating Entities to enter appropriate orders designating such officials before the election. The presiding election judge and alternate presiding election judge must be qualified voters of the Travis County election precinct in which the joint election is held. The presiding election judge for the precinct in which a common polling place is used may appoint election clerks as necessary to assist the judge in conducting the election at the precinct polling place. The alternate presiding election judge may be appointed as a clerk. The alternate presiding election judge may serve as the presiding election judge for the precinct in the presiding election judge's absence. Election judges and clerks will be compensated at the rate established by the County. The Texas Election Code and other applicable laws will determine compensable hours.
3. One set of election officials will preside over the election in the precinct using a common polling place. There will be a single joint voter sign-in process consisting of a common list of registered voters and common signature rosters in the precinct using a common polling place. A single, combined ballot and single ballot box will be used. The officer designated by law to be the custodian of the voted ballots for the County will be custodian of all materials used in common in the precinct using a common polling place. The County will use an electronic voting system, as defined and described by Texas Election Code Title 8, and agrees to use ballots that are compatible with such equipment.
4. The County will arrange for training and will provide the instructors, manuals and other training materials deemed necessary for training all judges and clerks. Training for election judges and alternate judges is mandatory, and these individuals will be compensated for their time in training.

- 5. The County will arrange for election-day voter registration precinct lists for the joint election. The County will determine the amount of election supplies needed for Election Day voting.
- 6. The County, by and through the County Clerk’s Elections Division, and Administrative Operations, will be responsible for preparing and transporting voting equipment and election-day supplies for use on Election Day.
- 7. The County, by and through the County Voter Registrar, will provide the list of registered voters as needed in the overlapping jurisdictions identified in the attached exhibits, with designation of registered voters in each Participating Entity, for use at the joint election day polling place on Election Day.
- 8. The common polling place is designated as the polling place that the County uses. At the common polling place, a single ballot box will be used for depositing all ballots cast in the joint election. At this polling place, one voter registration list and one combination poll list and signature roster form will be kept for the joint election. The final returns for each Participating Entity and the County will be canvassed separately by each respective Participating Entity. The Travis County Clerk will maintain a return center on Election Day for the purpose of receiving returns from the County. The Travis County Clerk will provide unofficial election results to the qualified individual appointed by each Participating Entity.
- 9. On Election Day, the Travis County Clerk or the clerk’s Elections Division will field all questions from election judges.
- 10. The County will make available translators capable of speaking English and Spanish to assist Spanish-speaking voters in understanding and participating in the election process in the territory covered by this agreement.

**B. Participating Entities’ Responsibilities**

- 1. Before Election Day, each Participating Entity will answer questions from the public with respect to the Participating Entity’s election during regular office hours of 8:00 a.m. – 5:00 p.m.
- 2. The custodian of records for each Participating Entity will receive returns from the Travis County Clerk on Election Day.

**V. Election Night**

**A. County Responsibilities**

1. The County will be responsible for all activities on election night, including setting up a central counting station, coordinating and supervising the results tabulation, coordinating and supervising the physical layout of the support stations that are the joint election’s receiving substations, and coordinating and managing election media coverage.
2. The County is responsible for transporting voted ballot boxes to the central counting station.
3. The County will appoint the presiding judge and alternate presiding judge of the central counting station to maintain order at the central counting station, to administer oaths as necessary, to receive sealed ballot boxes, and to perform such other duties that the Texas Election Code requires, and will forward such information to each Participating Entity in a timely fashion to allow the governing body of each Participating Entity to enter appropriate orders designating such election officials before the election. The presiding judge of the central counting station may appoint clerks to serve at the central counting station. In addition, the County will appoint a tabulation supervisor to be in charge of operating the automatic tabulating equipment at the central counting station; an individual to serve as central counting station manager; and an assistant counting station manager to be in charge of administering the central counting station and generally supervising the personnel working at the central counting station. The County will forward such information to each Participating Entity in a timely fashion to allow the governing body of each Participating Entity to enter appropriate orders designating such election officials before the election.
4. The County will provide the Participating Entities with reasonable space in a public area adjacent to the central counting station at which each Participating Entity may have representatives or other interested persons present during the counting process.

**B. Participating Entities’ Responsibilities**

Other than receiving returns from the Travis County Clerk, the Participating Entities have no role or responsibility on the night of the election.

**VI. County Resources**

- A. The County will provide the Elections Division permanent staff and offices to administer the joint election, under the Travis County Clerk’s direction.
- B. For early voting, the County will provide a locked and secure area in which voted ballot boxes will be stored until the Early Voting Ballot Board convenes. The County, by and through Administrative Operations, will be responsible for transporting the ballot boxes to the central counting station for the Early Voting Ballot Board.

- C. The County will be responsible for providing and maintaining voting equipment and testing any voting equipment as required by the Texas Election Code.
- D. The County will process the payroll for all temporary staff hired to conduct the joint election. The payroll processing includes statutory reporting and providing W-2 forms where applicable.
- E. The County will conduct early voting as indicated in this agreement.

## **VII. Joint Election Costs; Payment**

- A. Concurrently with its submittal of an executed copy of this agreement each Participating Entity must also submit payment via check or ACH, in the amount equal to the deposit identified for that Participating Entity in the Cost Estimate attached as Exhibit B, which is also incorporated into this agreement. The County is under no obligation to conduct a Participating Entity's elections until the County receives that Participating Entity's payment of Cost Estimate. All checks must be made payable to Travis County. This deposit represents approximately 60% of the costs of the Participating Entity's share of the estimated election costs, or \$100, whichever amount is greater. The County will submit an invoice to each Participating Entity for the balance of the Participating Entity's actual joint election expenses upon the election's completion. Joint-election expenses include expenses for facilities, personnel, supplies, and training that the County actually incurs for establishing and operating all early voting and election-day activities at the polling place in the joint election territory as well as activities related to tabulating votes, all as reflected on the Cost Estimate. Each Participating Entity will pay the total amount of its invoice no later than 30 days of receiving it.
- B. In the event of a recount, the expense of the recount will be borne by the Participating Entity involved in the recount on a pro-rata basis.
- C. In the event a Participating Entity cancels its respective election because of unopposed candidates under Texas Election Code Title 1, the Participating Entity will be responsible for its respective share of election expenses incurred through the date that the election is canceled as allocated to the cancelling entity based on the formula in the Cost Estimate, adjusted for the actual expenses incurred by the County through the date of the cancellation. If a Participating Entity cancels its election, the County will recalculate the allocation percentages among the remaining Participating Entities according to the formula used in the Cost Estimate.
- D. In the event there are any expenses associated with processing a ballot arising from a write-in candidate, the Participating Entity that received the declaration will bear the expenses.
- E. A Participating Entity that establishes an early voting polling place, other than one that was mutually agreed upon by all Participating Entities, will bear the expense of doing so. The Cost Estimate for each individual Participating Entity will include additional polling locations for each Participating Entity, as set forth in Exhibit B.

**VIII. General Provisions**

**A. Legal Notices**

Each of the Participating Entities will be individually responsible for preparing the election orders, resolutions, notices, and other pertinent documents for adoption or execution by its own respective governing board and for all related expenses. The Travis County Clerk will provide each Participating Entity information on changes affecting the Participating Entity’s election, such as polling place changes and changes in voting equipment, when such changes are confirmed, verified, or otherwise become known to the clerk’s office. Each of the Participating Entities will be individually responsible for posting or publishing election notices and for all related expenses. Each of the Participating Entities further will be individually responsible for election expenses incurred in relation to any polling place that is not a common polling place as designated in this agreement.

**B. Communication**

Throughout this agreement’s term, the Travis County Clerk or the clerk’s employee will meet as necessary with the designated representative of each Participating Entity to discuss and resolve any problems that might arise regarding the joint election.

**C. Custodian**

The Travis County Clerk will serve as the custodian of the keys to the ballot boxes for voted ballots in the joint election.

**D. Effective Date**

This agreement takes effect upon its complete execution by all Participating Entities and the County. The obligation of each Participating Entity to the County under this agreement will not end until that Participating Entity pays the County its share of the joint election costs.

**IX. Miscellaneous Provisions**

**A. Amendment/Modification of Exhibits A and B**

1. The Participating Entities acknowledge and agree that Exhibit A and Exhibit B may be amended to add or remove entities wishing to participate or cease participating in the agreement. The Participating Entities agree to future amendments of Exhibit A and Exhibit B and authorize the County to enter into such amendments without the Participating Entities’ having to sign the future amendments. The County agrees to notify all Participating Entities of any amendments to Exhibit A and Exhibit B.



2. Except as otherwise provided, this Agreement may not be amended in any respect whatsoever except by a further agreement in writing, duly executed by the parties to this agreement. No official, representative, agent, or employee of the County has any authority to modify this Agreement except by express authorization from the Travis County Commissioners Court. No official, representative, agent, or employee of any Participating Entity has any authority to modify this agreement except by express authorization from the governing body of the respective Participating Entity. The Travis County Clerk may propose necessary amendments to this agreement in writing in order to conduct the joint election smoothly and efficiently, except that any such proposed amendment must be approved by the Travis County Commissioners Court and the governing body of each respective Participating Entity before the amendment will be effective.

B. Notice

Any notice to be given in this agreement, by any party to the other, must be in writing and delivered personally or by certified mail, return receipt requested, to the proper party at the addresses listed in Exhibit A.

Each party may change the address for notice to it by giving notice of the change under this section’s terms.

C. Force Majeure

In the event that the County cannot perform any of its obligations in this agreement or is interrupted or delayed by any occurrence not occasioned by its own conduct, whether it be an act of God, the result of war, riot, civil commotion, sovereign conduct, epidemic, pandemic, or other event declared a disaster (including a disaster declared by the County Judge), or like reason, then the County will be excused from performing for such period of time as is reasonably necessary after such occurrence to remedy its effects.

D. Venue and Choice of Law

The Participating Entities agree that venue for any dispute arising under this agreement will lie in the appropriate courts of Austin, Travis County, Texas. This agreement is governed by and is to be construed under the laws of Texas and the United States of America.

E. Entire Agreement

This agreement contains the parties’ entire agreement relating to the rights granted and the obligations assumed in it, and it supersedes all prior agreements, including prior election services contracts relating to each Participating Entity’s May 4, 2024 election. Any prior agreements, promises, negotiations, or representations not expressly contained in this agreement are of no force or effect. Any oral

representations or modifications concerning this agreement have no force or effect, except a subsequent amendment in writing as this agreement provides.

F. Severability

If any provision of this agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality, or unenforceability will not affect the agreement's remaining provisions; and its parties will perform their obligations under the agreement's surviving terms and provisions.

G. Breach

In the event that any Participating Entity or the County breaches any of its obligations under this agreement, the non-breaching party will be entitled to pursue any and all rights and remedies allowed by law.

H. Payments from Current Revenues

Payments made by the Participating Entities in meeting their obligations under this agreement will be made from current revenue funds available to the governing body of the respective Participating Entity. Payments made by the County in meeting its obligations under this agreement will be made from current revenue funds available to the County.

I. Other Instruments

The Participating Entities agree that they will execute other and further instruments or any documents as may become necessary or convenient to effectuate and carry out this agreement's purposes.

J. Third-Party Beneficiaries

Except as otherwise provided in this agreement, nothing in this agreement, expressed or implied, is intended to confer upon any person, other than the parties to it, any of its benefits, rights, or remedies.

K. Other Joint Election Agreements

The County and the Participating Entities expressly understand and acknowledge that each may enter into other joint election agreements with other political subdivisions, to be held on Election Day and at common polling places covered by this agreement, and that the addition of other political subdivisions as parties to this agreement will require amending Exhibits A and B.

L. Mediation

When mediation is acceptable to both parties in resolving a dispute arising under this agreement, the parties agree to use a mutually agreed upon mediator, or a

person appointed by a court of competent jurisdiction, for mediation as described in Texas Civil Practice and Remedies Code section 154.023. Unless both parties are satisfied with the mediation’s result, the mediation will not constitute a final and binding resolution to the dispute. All communications within the scope of the mediation will remain confidential as described in section 154.073, unless both parties agree, in writing, to waive the confidentiality. Despite this, the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act whenever applicable. The term “confidential” as used in this agreement has the same meanings as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act. Notwithstanding any provision to the contrary, nothing in this Agreement requires the County or a Participating Entity to waive any applicable exceptions to disclosure under the Texas Public Information Act.

M. Counterparts

This Agreement may be executed in multiple counterparts, all of which will be deemed originals and with the same effect as if all parties to it had signed the same document. Signatures transmitted electronically by e-mail in a “PDF” format or by DocuSign or similar e-signature service shall have the same force and effect as original signatures. All of such counterparts will be construed together and will constitute one and the same agreement.

**TRAVIS COUNTY**

BY: \_\_\_\_\_  
Dyana Limon-Mercado  
County Clerk

Date: \_\_\_\_\_

Joint election agreement for November 5, 2024 elections

**SIGNATURE PAGE**

Name of Participating Entity    City of Rollingwood

Address                                403 Nixon Drive  
Rollingwood, TX 78746

Name of Authorized Signatory    Gavin Massingill

Signature                                \_\_\_\_\_

Date signed                              July 17, 2024

E-mail address                         gmassingill@rollingwoodtx.gov

## AGENDA ITEM SUMMARY SHEET

### City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on the 2024 Election Services Agreement with Travis County

**Description:**

The City of Rollingwood contracts with Travis County to conduct our elections.

The City of Rollingwood and Travis County are required to enter into this agreement to maintain consistency and accessibility in voting practices, polling places, and election procedures in order to best assist the voters of Rollingwood.

This agreement is substantially same as has been used in previous years and has been reviewed and approved by legal counsel.

**Action Requested:**

To approve the 2024 Election Services Agreement with Travis County

**Fiscal Impacts:**

The City will pay Travis County an amount based on the city's share of the election work. This will depend on how many other organizations contract with them for their elections and has been budgeted for.

**Attachments:**

- 2024 Election Services Agreement with Travis County

## **ELECTION AGREEMENT BETWEEN TRAVIS COUNTY AND THE CITY OF ROLLINGWOOD**

Pursuant to Chapter 31, Subchapter D, Chapter 123, and Chapter 271 of the Texas Election Code and Chapter 791 of the Texas Government Code, Travis County (the “County”) and the City of Rollingwood (“Participating Entity”) enter into this agreement (this “Agreement”) for the Travis County Clerk, as the County’s election officer (the “Election Officer”), to conduct the Participating Entity’s elections, including runoffs, and for the Participating Entity’s use of the County’s current or future-acquired election equipment for any voting system that the County adopts, as authorized under Title 8 of the Texas Election Code, for all Participating Entity elections. The purpose of this Agreement is to maintain consistency and accessibility in voting practices, polling places, and election procedures in order to best assist the voters of the Participating Entity.

### **Section 1. GENERAL PROVISIONS**

- (A) Except as otherwise provided in this Agreement, the term “election” refers to any Participating Entity election, occurring on any uniform election date prescribed by the Texas Election Code or a primary election date, along with any resulting runoff, if necessary, within all Participating Entity’s territory located in Travis County. If a runoff is necessary, the Participating Entity shall work with the Election Officer to determine a mutually acceptable run-off date. In the event that the Participating Entity and the Election Officer do not agree on a run-off date, the Participating Entity agrees to the run-off date selected by the Election Officer.
  
- (B) If the Participating Entity determines it is necessary to conduct an election during a time other than that specified in Section 1(A), the Election Officer and a representative designated by the Participating Entity will meet as soon as possible thereafter to determine the feasibility of the Election Officer conducting such an election. If both parties agree that the Election Officer will administer the election, the new election will be based on all other applicable provisions of this Agreement except provisions that are inconsistent and cannot be feasibly applied.
  
- (C) Except as otherwise provided in this Agreement:
  - (1) The term “Election Officer” refers to the Travis County Clerk;
  - (2) The term “precinct” means all precincts in the territory of the Participating Entity located within Travis County.
  - (3) The term “election services” refers to services used to perform or supervise any or all of the duties and functions that the Election Officer determines necessary for the conduct of an election.
  - (4) The term “cost for election services” includes the costs for personnel, supplies, materials, or services needed for providing these services and an administrative fee as permitted by the Texas Election Code but does not refer to costs relating to the use of the voting equipment

- (D) Except as otherwise provided in this Agreement, the cost for “use of voting equipment” for a particular election is the amount the County will charge the Participating Entity for use of the County’s voting equipment in use at the time of that election.
- (E) The Participating Entity agrees to commit the funds necessary to pay for all election-related expenses for Participating Entity elections in accordance with this Agreement.
- (F) The Election Officer has the right to enter into agreements with other entities at any time, including during the dates listed in Section 1(A).
- (G) As a condition for providing election services and equipment usage, the Election Officer may require authorities of political subdivisions holding elections on the same day in all or part of the same territory to enter into a joint election agreement as authorized in Chapter 271 of the Texas Election Code, and the Participating Entity agrees to enter into any joint election agreement required by the County.

## **SECTION 2. PARTICIPATING ENTITY’S USE OF VOTING EQUIPMENT; DUTIES OF THE ELECTION OFFICER AND OF THE PARTICIPATING ENTITY**

The County shall make available to the Participating Entity the County’s current voting system and any future-acquired voting system as authorized under Title 8 of the Texas Election Code, subject to restrictions and conditions imposed by the Election Officer to ensure availability of the equipment for County-ordered elections, primary elections, special elections, and subsequent runoff elections, if applicable. The Election Officer may also impose restrictions and conditions to protect the equipment from misuse or damage.

## **SECTION 3. APPOINTMENT OF ELECTION OFFICER**

- (A) The Travis County Election Officer (“Election Officer”) is appointed to serve as the Participating Entity’s Election Officer and Early Voting Clerk to conduct the Participating Entity’s elections described in Section 1.
- (B) As the Participating Entity’s Election Officer and Early Voting Clerk, the Election Officer shall coordinate, supervise, and conduct all aspects of administering voting in Participating Entity elections in compliance with all applicable laws, subject to Section 3(C) below.
- (C) The Participating Entity shall continue to perform those election duties listed in (1) through (6) below and any other election duties, such as receipt of candidate applications, that are not allowed to be delegated to another governmental entity:
  - (1) Preparing, adopting, and publishing all required election orders, resolutions, notices, and other documents, including bilingual materials, evidencing



action by the governing authority of the Participating Entity necessary to the conduct of an election, except that:

- a. The Election Officer does not provide newspaper notices on behalf of the Participating Entity with respect to a specific election.
- b. With respect to each debt obligation election the Election Officer conducts for the Participating Entity pursuant to this Agreement:
  - i. The Election Officer, after receiving from the Participating Entity a copy of the debt obligation election order, shall post the notice required by and in accordance with Texas Election Code Section 4.003(f)(1) on election day and during early voting by personal appearance, in a prominent location at each polling place;
  - ii. The Election Officer shall provide written confirmation to the Participating Entity that the debt obligation election order was posted in accordance with Texas Election Code Section 4.003(f)(1); and
  - iii. The Participating Entity shall pay any applicable expenses incurred by the Election Officer that directly relates to the posting required by Texas Election Code Section 4.003(f)(1).

- (2) Preparing the text for the Participating Entity’s official ballot in English and Spanish and any other languages as required by law;
- (3) Providing the Election Officer with a list of candidates or propositions showing the order and the exact manner in which the candidates’ names and the propositions are to appear on the official ballot;
- (4) Conducting the official canvass of a Participating Entity election;
- (5) Administering the Participating Entity’s duties under state and local campaign finance laws;
- (6) Filing the Participating Entity’s annual voting system report to the Secretary of State as required under Texas Election Code Chapter 123.

(D) The Participating Entity shall also be responsible for proofing and attesting to the accuracy of all ballot language, including any required language translations, and format information programmed by the County. This includes any information programmed for use with the audio or tactile button features of the equipment. The Participating Entity may also monitor and review all logic and accuracy testing and mandatory tabulations. The Participating Entity will complete its duties within timeframes as prescribed by the County. If the Participating Entity finds any discrepancies or concerns, it will immediately report them to the Election Officer and work with her to resolve any issues so that final approval can be reached. The Participating Entity shall be responsible for any and all actual costs associated

with correcting the ballot and ballot programming if the error is discovered after the Participating Entity has signed off on its final proof containing the error.

- (E) The City Administrator will assist the County whenever possible when the conduct of the election requires assistance from Participating Entity departments and staff. The City Administrator will serve as the Regular Early Voting Clerk for the Participating Entity to receive requests for applications for early voting ballots and forward these applications to the Joint Early Voting Clerk. The City Administrator will serve as the Custodian of Records for the Participating Entity to complete those tasks in the Texas Election Code that the Election Officer will not perform.

**SECTION 4. ELECTION WORKERS AND POLLING PLACES**

- (A) For presentation to the governing body of the Participating Entity, the County shall provide a list containing the locations, times, and dates of early voting polling places suitable for consideration and adoption by the governing body in accordance with Texas Election Code Chapter 85. The Election Officer will designate and confirm all Election Day polling place locations.
- (B) The Election Officer will assume the responsibility for recruiting election personnel; however, if by the 5th day before the Election, the Election Officer reports vacancies in positions for election judges, alternate judges, election day clerks, early voting ballot board, receiving substation clerks, or any other key election personnel, the Participating Entity shall provide emergency personnel in these positions.
- (C) The Election Officer shall notify each of the election judges and alternates of their appointment and the eligibility requirements that pertain to them and to the selection of Election Day clerks. Included in this notification will be the number of clerks that each precinct should have in addition to the election judge and alternate judge. The election judges and/or the alternates are responsible for recruiting and supervising their clerks.
- (D) All election workers must agree to attend training sessions as determined by the Election Officer. Costs for these training sessions and compensation for attendees will be included as part of the election services costs.
- (E) During any election and any subsequent runoff election that involve entities in addition to the Participating Entity, the Election Officer will work with all parties to find a plan that can be agreed upon regarding the designation of polling places. If agreement cannot be reached, the Election Officer will resolve the differences. **In all cases, the Election Officer has sole discretion to determine whether polling place changes are necessary.**

**SECTION 5. PAYMENTS FOR ELECTION SERVICES**

- (A) Costs and payments for the use of voting equipment are addressed separately in Section 6 of this Agreement.
- (B) Requests for Election Services. For each election the Participating Entity desires the Election Officer to conduct, the Participating Entity must submit a written request to the Election Officer that describes the general nature of the election and specifies the date of the election.
- (C) Cancellations. On or before 11:59 p.m. on the 68<sup>th</sup> day before an election for which the Participating Entity has requested election services, the Participating Entity shall notify the Election Officer as to whether the Participating Entity anticipates the cancellation of its election, and on or before 11:59 p.m. on the 60<sup>th</sup> day before the election the Participating Entity shall notify the Election Officer as to whether the Participating Entity will cancel that election. If the Election Officer receives written notice from the Participating Entity on or before 11:59 p.m. of the 60<sup>th</sup> day before an election that the Participating Entity's election will be cancelled in accordance with Subchapters C and D of Texas Election Code Chapter 2, the Contracting Officer shall only be entitled to receive the actual expenses incurred before the date of cancellation in connection with the election and an administrative fee of \$100.
- (D) Notice, Cost Estimate, Initial Invoicing, and Initial Payment.
- (1) Notwithstanding the provisions in Section 9(B), the County and the Participating Entity agree that notice under Section 5 can be provided via e-mail. The following e-mail address will be used for e-mail communications to or from the County pursuant to Section 5: [elections@traviscountytexas.gov](mailto:elections@traviscountytexas.gov), with a copy to [ElectionEntities@traviscountytexas.gov](mailto:ElectionEntities@traviscountytexas.gov). The Participating Entity has designated [the City Administrator](#) as the Participating Entity's representative for sending and receiving e-mail communications under Section 5, and the Participating Entity designates the following e-mail address as the Participating Entity's email address for sending and receiving e-mail communications pursuant to Section 5: [awayman@rollingwoodtexas.gov](mailto:awayman@rollingwoodtexas.gov).
- (2) Initial Cost Estimate. On or before the 60<sup>th</sup> day before an election for which the Participating Entity has requested election services, the Election Officer will mail and/or email to the Participating Entity a cost estimate for conducting the election. The cost estimate will include an administrative fee that is equal to 10% of the total estimated cost of conducting the Participating Entity's election, excluding the costs of voting equipment. In the event of a joint election, the cost estimate will reflect that election costs will be divided on a pro rata basis among all entities involved in the election in the manner set forth in this Section 5. The proportional cost for the Election Officer to conduct each participating entity's election will be calculated by dividing the number of registered voters in the territorial jurisdiction of each participating

entity by the total number of registered voters for all of the participating entities involved in the joint election and multiplying that quotient by the total cost of the election. The product of these numbers is the pro rata cost share for each participating entity. The Participating Entity acknowledges and understands that if any other participating entity listed in the cost estimate cancels its election, each remaining participating entity's pro rata cost (including the Participating Entity's pro rata cost share) will result in a proportionate cost increase.

- (3) Initial Invoice and Initial Payment. Along with the initial cost estimate, the Election Officer will also include an initial invoice for the Participating Entity to pay 60% of the initial cost estimate. The Participating Entity must pay the County the amount specified in each invoice no later than 30 days after the Participating Entity's receipt of the invoice.
- (4) Runoff Elections. For each runoff election the Participating Entity has requested that the Election Officer conduct, the Participating Entity must make a payment equal to 60% of the projected costs for the runoff election no later than three business days after receiving that cost estimate from the Election Officer. The projected share of election costs will include an administrative fee that is equal to 10% of the total estimated cost of conducting the Participating Entity's runoff election, excluding the costs of voting equipment.
- (5) Each party may change its respective email addresses for e-mail communications under this Section 5, without the need to amend this Agreement, by sending notice to the other party in accordance with Section 9(B).
- (F) Final Accounting and Final Invoice. The County will send the Participating Entity a final invoice of election expenses not later than 90 days after an election unless the Election Officer notifies the Participating Entity during that 90-day period following the election that the Election Officer requires additional time to send a final invoice to the Participating Entity. The final invoice will include a listing of additional costs incurred at the Participating Entity's behalf and specify the total payment due from the Participating Entity for any unpaid portion of the Participating Entity's costs.
  - (1) Within 30 days after receipt of an election cost invoice setting forth the Election Officer's actual contract expenses and charges incurred in the conduct of the election, the Participating Entity shall pay the Election Officer the balance due on each final invoice no later than 30 days after the Participating Entity's receipt of that invoice.
  - (2) A refund may be due from the County to the Participating Entity if the final costs are lower than the amount already paid by the Participating Entity or if,

at the end of the calendar year, the County Auditor’s Office makes adjustments to the election workers’ payroll and the amount already paid by the Participating Entity for election worker payroll costs exceeds the payroll amounts calculated by the County Auditor’s Office.

- (G) The Participating Entity shall promptly review an election invoice and any supporting documentation when received from the County. The Participating Entity may audit, during the County’s normal business hours, relevant County election or accounting records upon reasonable notice to the County. The Participating Entity shall pay the entire final invoice or the undisputed portion of the final invoice not later than the 30th day after receiving the invoice. Failure by the Participating Entity to timely pay an invoice in full may impact the Election Officer’s participation in future elections with the Participating Entity.

**SECTION 6. PAYMENTS FOR USE OF VOTING EQUIPMENT**

- (A) The Election Officer shall conduct elections using a voting system certified by the Secretary of State in accordance with the Texas Election Code and that has been approved for use by the Travis County Commissioners Court unless otherwise agreed upon by the Participating Entity, the Travis County Clerk, and the Travis County Commissioners Court.
- (B) The Participating Entity shall make payments to Travis County as consideration for the use of the County’s voting equipment.
  - (1) For each election the Election Officer conducts for the Participating Entity after January 1, 2024, through January 1, 2025, the Participating Entity shall pay (a) the sum of four percent of the cost of the electronic voting system equipment installed at a polling place and four percent for each unit of other electronic equipment used by the Travis County Clerk’s Office to conduct the election or provide election services, if the sum is greater than \$100.00, and (b) \$100.00 if the sum described in (a) is \$100.00 or less.
  - (2) In this Agreement “other electronic equipment” includes ballot marking devices, ballot scanners, ballot printers, ballot tabulators, electronic pollbooks, and ballot programming software.
- (C) Payment by the Participating Entity to the County for voting equipment is due no later than 30 days after the Participating Entity’s receipt of an invoice from the County.
- (D) If the County acquires additional equipment, different voting equipment, or upgrades to existing equipment during the term of this Agreement, the charge for the use of the equipment may be renegotiated.

**SECTION 7. ADDITIONAL EARLY VOTING LOCATIONS**

- (A) All of the Participating Entity's voters within Travis County will have access to all of the Travis County Early Voting sites in each election at no additional cost.
- (B) If the Participating Entity desires to have one or more early voting sites that are in addition to those sites the Election Officer has already selected for a specific election, the Participating Entity must submit the request to the Election Officer no later than 60 days before the election, and the Election Officer will thereafter provide a written estimate to the Participating Entity that sets forth the estimated cost for providing the additional early voting location(s) and the deadline by which the cost estimate must be paid. If, after receiving the cost estimate, the Participating Entity desires to move forward with having the additional early voting location(s), the Participating Entity will notify the Election Officer and include payment of the cost estimate with the Participating Entity's notice to the Election Officer no later than the deadline specified in the Election Officer's cost estimate. *Pursuant to Texas Election Code Section 85.064(b) and notwithstanding any provision to the contrary, the Election Officer has sole discretion to determine whether to provide any additional early voting sites requested by the Participating Entity.*

## **SECTION 8. COMMUNICATIONS**

- (A) The Participating Entity and the Election Officer shall each designate a member of their staff to serve as the primary contact for the respective offices under this Agreement and provide the name and contact information for that individual to the other party. Each party may change their designated staff members by sending notice to the other party without the further need to amend this Agreement.
- (B) Throughout the term of this Agreement, the Participating Entity and the County will engage in ongoing communications on issues related to Participating Entity elections, the use of County's voting equipment, and the delivery of services under this Agreement and, when necessary, the County Clerk, Elections Division staff members, and other election workers shall meet with the Participating Entity to discuss and resolve any problems which might arise under this Agreement.
- (C) The Election Officer shall be the main point of media contact for election information related to election administration. The Participating Entity shall designate a contact to be the main point of contact for matters related to the content of the Participating Entity's ballot or candidates.

## **SECTION 9. MISCELLANEOUS PROVISIONS**

- (A) Amendment/Modification

Except as otherwise provided, this Agreement may not be amended, modified, or changed in any respect whatsoever, except by a further Agreement in writing and

duly executed by the parties hereto. No official, representative, agent, or employee of the County has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the Commissioners Court of Travis County, Texas. No official, representative, agent, or employee of the Participating Entity has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the governing body of the Participating Entity. Dyana Limon-Mercado, Travis County Clerk (or her successor), may propose necessary amendments or modifications to this Agreement in writing in order to conduct a joint election smoothly and efficiently, except that any such proposals must be approved by the Commissioners Court of the County and the governing body of the Participating Entity.

(B) Notice

Unless otherwise provided herein, any notice to be given hereunder by any party to the other shall be in writing and may be affected by personal delivery, by certified mail, or by common carrier. Notice to a party shall be addressed as follows:

CITY OF ROLLINGWOOD  
Attn: Ashley Wayman, City Administrator  
403 Nixon Drive  
Rollingwood, TX 78746

TRAVIS COUNTY  
Honorable Dyana Limon-Mercado, Travis County Clerk (or her successor)  
1000 Guadalupe Street, Room 222  
Austin, Texas 78701

Cc: Honorable Delia Garza, Travis County Attorney (or her successor)  
314 West 11<sup>th</sup> Street, 5<sup>th</sup> Floor  
Austin, Texas 78701

Notice by hand-delivery is deemed effective immediately, notice by certified mail is deemed effective three days after deposit with a U.S. Postal Office or in a U.S. Mail Box, and notice by a common carrier, is deemed effective upon receipt. Each party may change the address for notice to it by giving notice of such change in accordance with the provisions of this Section. When notices by e-mail are permitted by this Agreement, (1) the notice is deemed effective upon the day it is sent if the e-mail is received before 5:00 p.m. on a business day; (2) the notice is deemed effective on the first business day after the e-mail was received if the email was received after 5:00 p.m. on a business day or anytime on a Saturday or Sunday. In this Agreement, "business day" means any weekday that is not a holiday designated by the Travis County Commissioners Court.

(C) Force Majeure

In the event that the performance by the County of any of its obligations or undertakings hereunder shall be interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or condition of any persons not a party hereto or in privity thereof, then it shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

(D) Venue and Choice of Law

The Participating Entity agrees that venue for any dispute arising under this Agreement will lie in the appropriate courts of Austin, Travis County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America.

(E) Entire Agreement

This Agreement contains the entire agreement of the parties relating to the rights herein granted and the obligations herein assumed and also supersedes all prior agreements, including prior election services contracts and prior agreements to conduct joint elections. Any prior agreements, promises, negotiations, or representations not expressly contained in this Agreement are of no force or effect. Any oral representations or modifications concerning this Agreement shall be of no force or effect, excepting a subsequent modification in writing as provided herein.

(F) Severability

If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement. Parties to this Agreement shall perform their obligations under this Agreement in accordance with the intent of the parties to this Agreement as expressed in the terms and provisions of this Agreement.

(G) Breach

In the event that Participating Entity or County breaches any of its obligations under this Agreement, the non-breaching party shall be entitled to pursue any and all rights and remedies allowed by law.

(H) Payments from Current Revenues

Payments made by the Participating Entity in meeting its obligations under this Agreement shall be made from current revenue funds available to the governing body of the Participating Entity. Payments made by the County in meeting its



obligations under this Agreement shall be made from current budget or revenue available to the County.

(I) Other Instruments

The County and the Participating Entity agree that they will execute other and further instruments, or any documents as may become necessary or convenient to effectuate and carry out the purposes of this Agreement.

(J) Third Party Beneficiaries

Except as otherwise provided herein, nothing in this Agreement, expressed or implied, is intended to confer upon any person, other than the parties hereto, any benefits, rights or remedies under or by reason of this Agreement.

(K) Joint Election Agreements

The County and the Participating Entity expressly understand and acknowledge that each may enter into other joint election agreements with other jurisdictions, to be held on Election Day and at common polling places covered by this Agreement. When mediation is acceptable to both parties in resolving a dispute arising under this Agreement, the parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of the mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation shall remain confidential as described in Section 154.053 of the Texas Civil Practice and Remedies Code unless both parties agree, in writing, to waive the confidentiality. Notwithstanding the foregoing, the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act whenever applicable. The term “confidential” as used in this Agreement has the same meaning as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act.

(L) Addresses for Payments

Payments made to the County, or the Participating Entity under this Agreement shall be addressed to following respective addresses:

Travis County Clerk – Elections Division  
P.O. Box 149325  
Austin, Texas 78714

City of Rollingwood  
Attn: Ashley Wayman, City Administrator  
403 Nixon Drive  
Rollingwood, TX 78746

- (M) This Agreement is effective upon execution by both parties and remains in effect until either party terminates this agreement for any reason upon providing 60 days written notice to the other party.
- (N) All times referenced in this Agreement are to Central Time, and in all instances, the time-stamp clock used by the Travis County Clerk's Office at 5501 Airport Boulevard in Austin, Texas is the official clock for determining the correct time.
- (O) The individuals below have been authorized to sign this Agreement.

IN TESTIMONY WHEREOF, the parties hereto have executed this Agreement in multiple copies, each of equal dignity, and this Agreement takes effect on the date it is fully executed by the Participation Entity, the Travis County Judge (on behalf of the Travis County Commissioners Court), and the Travis County Clerk.

*[Signatures on following page]*

**PARTICIPATING ENTITY**

BY: \_\_\_\_\_  
Gavin Massingill  
Mayor

DATE: \_\_\_\_\_

**TRAVIS COUNTY**

BY: \_\_\_\_\_  
Dyana Limon-Mercado (or her successor)  
County Clerk

DATE: \_\_\_\_\_



## CITY OF ROLLINGWOOD CITY COUNCIL MEETING MINUTES

Wednesday, June 12, 2024

The City Council of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on June 12, 2024. Members of the public and the City Council were able 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. A video recording of the meeting was 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 BUDGET WORKSHOP AND REGULAR CITY COUNCIL MEETING TO ORDER**

1. Roll Call

**Mayor Gavin Massingill called the meeting to order at 6:01 p.m.**

**Present Members:** Mayor Gavin Massingill, Mayor Pro Tem Sara Hutson, Council Member Phil McDuffee, Council Member Alec Robinson, Council Member Brook Brown and Council Member Kevin Glasheen

**Also Present:** City Administrator Ashley Wayman, City Attorney Charles Zech, Assistant City Administrator Desiree Adair, Police Chief Kristal Muñoz, Finance Director Abel Campos, Public Works Director Izzy Parra, Development Services Manager Nikki Stautzenberger, Assistant to the City Administrator Makayla Rodriguez, and Senior Corporal Leonard Cantu

*Mayor Gavin Massingill called up Public Comments at this time.*

### **BUDGET WORKSHOP**

2. Update and discussion on the FY 2024-2025 Budget

Mayor Gavin Massingill began with the plan for the budget workshop. He provided a refresher on the Budget and Tax Rate Calendar and described the budget structure overview with details of each fund.

Mayor Gavin Massingill explained how he requested that all departments cut their budget by five percent.

City Administrator Ashley Wayman and Mayor Gavin Massingill explained the line items from the Administration, Development Services, Sanitation, Utility Billing, Streets, Police, Court, Parks, Public Works, Water, Street Maintenance, Court Security, Court Technology, and Court Efficiency

department funds. They continued to describe details of the Debt Service 2014, 2019, 2020,2023, 2024, Capital Projects, Drainage and Wastewater funds.

Mayor Gavin Massingill and City Administrator Ashley Wayman answered questions from City Council throughout the budget presentation.

Public Works Director Izzy Parra described requested exceptional items including a CCTV robotic camera for drainage areas and wastewater main inspections.

Police Chief Kristal Muñoz discussed the possibility of sponsoring a cadet to attend the academy and other options to broaden recruiting opportunities.

Council Member Brook Brown thanked the Mayor, City Administrator Ashley Wayman and Mr. Campos. The Mayor thanked staff for their work on department budgets.

**Mayor Gavin Massingill recessed the meeting at 7:12 p.m.**

**Mayor Gavin Massingill called the meeting back to order at 7:17 p.m.**

*Mayor Gavin Massingill moved on to the Consent Agenda.*

**PUBLIC COMMENTS**

The following individuals spoke during public comments:

- Melissa Morrow, 2502 Timberline Drive and Chair of the Park Commission, reported what occurred at the June 11, 2024 Park Commission meeting including presentations and drainage recommendations by K Friese + Associates, Maas Verde, and IWS. The Park Commission also discussed landcover, an alternative trail improvement proposal, and a tree and landscaping plan. She stated that their next meeting will be July 9<sup>th</sup>.

*Mayor Gavin Massingill returned to item 2 at this time.*

**CONSENT AGENDA**

3. Discussion and possible action on the minutes from the May 15, 2024 City Council meeting
4. Discussion and possible action on the minutes from the May 22, 2024 Special City Council meeting

**Council Member Phil McDuffee moved for approval of the Consent Agenda. Mayor Pro Tem Sara Hutson seconded the motion. The motion carried with 5 in favor and 0 against.**

**REGULAR AGENDA**

5. Discussion and possible action on an Ordinance authorizing and ordering the issuance of City of Rollingwood, Texas General Obligation Bonds, Series 2024; prescribing the terms and form thereof; making other provisions regarding such Bonds, including use of the proceeds thereof, and matters incident thereto

James Gilley, of US Capital Advisors, presented the bond sale summary. There were seven bidders, and Robert W. Baird and Co was the best bidder for 3.927372%.

City Council asked questions of Mr. Gilley. Mr. Gilley explained that Baird offered to purchase the bonds at a premium.

Justin Rosas, bond counsel to the City, introduced himself and offered to answer questions. Mr. Rosas requested action from the City Council to adopt the ordinance to approve the bid.

**Council Member Brook Brown moved that the City Council adopt the ordinance authorizing and ordering the issuance of the City of Rollingwood, Texas General Obligation Bonds series 2024 which is before the City Council. Council Member Phil McDuffee seconded the motion. The motion carried with 5 in favor and 0 against.**

6. Discussion and possible action on a Long-Term Pavement Priorities Plan prepared by WSB

Mayor Gavin Massingill discussed long term planning for streets and roads including maintenance and operations. He suggested knocking some of the 2024 Long-Term Pavement Priorities Plan out on a year to year basis.

Mayor Gavin Massingill and City Council discussed the plan, prioritization of streets, and funds for the pavement plan.

Angellia Points, of WSB, joined the meeting virtually and offered to answer any questions. She answered a question regarding cost per square foot and yard from City Council.

7. Discussion and possible action regarding an amendment to the City’s Code of Ordinances Part I, Chapter 24 Signs and Advertising and Part II, Chapters 101 Buildings and Construction, 103 Environmental Protection and Control, and 107 Zoning related to aligning the City’s codes with the recommendations in the City’s Comprehensive Plan for the commercial corridor and other matters in connection therewith.

*Mayor Gavin Massingill called up items 7, 8 and 9 together.*

Council Member Brook Brown discussed items left pending from the May 22, 2024 Special City Council meeting. She discussed these items including the creation of a lighting and signage manual, TXDOT Right of Way, lumens per acre for gas stations, elimination of required parking, requirement of shared access and shared driveways, and changing lights to light fixtures.

Council Member Brook Brown detailed her recommendations for approval.

**Council Member Brook Brown moved to increase the lumens to 100,000 on page 23 line 817 from 20,000 to 100,000. Council Member Alec Robinson seconded the motion.**

City Council and Bryce Cox, of DNRBSZ, discussed lumens per acre and foot candles that are generally accepted.

**Council Member Brook Brown withdrew her motion.**

**Council Member Brook Brown moved to amend the language on page 23 line 817 from 25,000 lumens to 50,000 lumens per acre. Council Member Phil McDuffee seconded the motion. The motion carried with 4 in favor and 1 against (Robinson).**

Council Member Brook Brown, Bryce Cox, and City Council discussed parking space requirements.

**Council Member Brook Brown moved to eliminate the required parking as found in Section 107-110 (a) lines 1040 through 1050, and include removal of 107-110 (c) lines 1054 through 1066, and an amendment to 107-110 (d) to strike “required” from line 1067 and both instances of “required” in line 1068, and in line 1068 the first instance of the word “required” is to be replaced with “to be used”, and on line 1071 strike the word “requirement” and insert “needs”, and renumber the subsections accordingly. Council Member Kevin Glasheen seconded the motion.**

City Council discussed the details of the language and concerns regarding parking.

**The motion carried with 4 in favor and 1 against (Robinson).**

**Council Member Brook Brown moved to approve proposed Ordinance 2024-06-12-07 that would be amending the City’s Code of Ordinances Chapter 24, Chapter 101, Chapter 103, Chapter 107, repealing provisions in conflict with the proposed changes and providing for penalties, providing for severability, and providing for an effective date as amended by the prior discussion. Council Member Kevin Glasheen seconded the motion.**

Mayor Pro Tem Sara Hutson discussed signage and location of signs with City Council and City Attorney Charlie Zech.

Council Member Alec Robinson noted his concern with the parking changes.

**The motion carried with 4 in favor and 1 against (Robinson).**

- 8. Discussion and possible action on a resolution approving the Commercial Lighting and Signage Manual

Council Member Brook Brown discussed adopting the Commercial Lighting and Signage manual.

**Council Member Brook Brown moved to approve Resolution 2024-06-12-08 approving a Commercial Lighting and Signage Manual. Council Member Alec Robinson seconded the motion. The motion carried with 5 in favor and 0 against.**

- 9. Discussion and possible action regarding the rezoning of the following parcels of land from Professional and Business Office District (C-1) and Business District (C-2) to Commercial District (C): 5100 Rollingwood Dr.; 2901 Bee Cave Rd.; 3160 Bee Cave Rd.; 3144 Bee Cave Rd.; 3102 Bee Cave Rd.; 2900 Bee Cave Rd.; 3103 Bee Cave Rd.; 2826 Bee Cave Rd.; 3101 Bee Cave Rd.; 2829 Bee Cave Rd.; 1015 Bee Cave Woods Dr.; 2824 Bee Cave Rd.; 3012 Bee Cave Rd.; 2814 Bee Cave Rd.; 3010 Bee Cave Rd.; 2808 Bee Cave Rd.; 3008 Bee Cave Rd.; 2802 Bee Cave Rd.; 3001 Bee Cave Rd.; 2800 Bee Cave Rd.; 3006 Bee Cave Rd.; 2724 Bee Cave Rd.; 2720 Bee Cave Rd.; 2714 Bee Cave Rd.; 2712 Bee Cave Rd.; 2710 Bee Cave Rd.; 2708 Bee Cave Rd.; 2706 Bee Cave Rd.; 2700 Bee Cave Rd.; Travis County Appraisal District Property ID #'s 721173 and 105621

Council Member Brook Brown explained this item and described Exhibit A including the list of addresses and the proposed zoning map.

**Council Member Brook Brown moved approval of Ordinance 2024-06-12-09 approving the official zoning map and rezoning properties from (C-1) and (C-2) to the new Commercial District (C). Council Member Phil McDuffee seconded the motion. The motion carried with 5 in favor and 0 against.**

- 10. Discussion and possible action regarding rezoning of 5100 Rollingwood Drive from the commercial zone to the residential zone

Council Member Brook Brown described a resident who lives at 5100 Rollingwood Drive and would like the City to rezone his property from the commercial to residential zone.

City Administrator Ashley Wayman described how this will go through the public hearing process which will require mailed notices for the Planning and Zoning Commission and the City Council and newspaper notice for City Council.

- 11. Discussion and possible action on a draft amendment to the city's Code of Ordinances regarding right-of-way encroachments

City Administrator Ashley Wayman discussed an internal review of construction in the right of way.

Bryce Cox, of DNRBSZ, discussed reasons for construction in the right of way with City Council.

City Council and City Attorney Charles Zech discussed the process for determining what can be built in the right of way.

Council Member Brook Brown stated that the language is so broad that staff will not have direction to determine. She discussed plats and identification of public rights of way.

City Attorney Charlie Zech interjected that the point of this is to create process and summarized the purpose of the document in the packet.

City Council and City Administrator Ashley Wayman discussed instances in which building in the right of way have been an issue.

Council Member Kevin Glasheen would like to change “landscaping” to “vegetation” and do away with the Section 3 requirement that a tree not be near a driveway.

Mayor Gavin Massingill discussed bringing this back with changes and maybe with plats as examples.

- 12. Update regarding CRCRC Building Height recommendation

City Administrator Ashley Wayman discussed that this was requested to come back to City Council at the June meeting.

Dave Bench, 1 Randolph Place and Chair of the CRCRC, provided a handout to City Council and began to discuss a building height recommendation update.



Council Member Kevin Glasheen inquired as to whether there was an ordinance to be considered. Dave Bench answered that there is not.

Mr. Bench requested a workshop to bring in an engineer to discuss how the recommendation will not change current buildings in Rollingwood.

Council Member Kevin Glasheen thanked Mr. Bench and the CRCRC for their expertise and hard work and then stated that he would like to move forward if there is Council consensus.

Council Member Alec Robinson requested that the CRCRC bring a comprehensive report to City Council as originally voted on.

After further City Council discussion, Council Member Kevin Glasheen requested to bring this item back at the next meeting.

Council Member Brook Brown would like to see a recommendation from the CRCRC in the form that the CRCRC would like to make the recommendation.

The Mayor asked the CRCRC to fine tune their request and bring it back to the next meeting.

Amy Pattillo, 3 Rock Way Cove, discussed how she has attended the last few CRCRC meetings and that there is a lack of understanding of the proposed recommendation. She requested that if there is a workshop, a 3-D parallel plane recommendation would be helpful for understanding the proposal. She stated that she is one of the people trying to understand the CRCRC proposal.

- 13. Discussion and possible action regarding a resolution to authorize the hiring of Lloyd Gosselink, approve intervention in the Railroad Commission proceeding, and suspend the rate filing by Texas Gas Service (TGS)

City Administrator Ashley Wayman stated that Texas Gas has filed a statement of intent to raise gas rates. This resolution allows us to suspend the rate increase for 90 days while they review the filing in detail and then more information will come later.

The Mayor and City Council discussed the details of the rate case.

Council Member Brook Brown discussed utility revenue and classes of service and then proceeded to recommend approval.

**Council Member Brook Brown moved to approve Resolution 2024-06-12-13 authorizing the City of Rollingwood to suspend the July 8 effective date of Texas Gas Service Company’s requested increase to establish cooperation with other cities, to hire legal and consulting services, to authorize intervention in gas utility docket number 17471 at the Railroad Commission, to require reimbursement of the City’s rate cases expenses as proposed in the resolution. Council Member Alec Robinson seconded the motion. The motion carried with 5 in favor and 0 against.**

- 14. Discussion and possible action regarding a policy for reimbursement to the City due to water main line breaks

City Administrator Ashley Wayman discussed a policy for reimbursement to the City due to water main line breaks reviewed and developed by a Utility Commission subcommittee. She

discussed the recommended amount of wholesale plus ten percent for a water loss reimbursement and other details of the policy.

City Administrator Ashley Wayman and City Council discussed how the water loss would be estimated.

Mayor Massingill stated that City staff will bring this back in ordinance form.

**Council Member Brook Brown moved to accept the recommendation of the Rollingwood Utility Commission regarding reimbursement to the City due to water main line breaks. Council Member Phil McDuffee seconded the motion.**

Mayor Pro Tem Sara Hutson began a discussion regarding residents, property owners and builders in this policy.

**The motion carried with 5 in favor and 0 against.**

15. Update on the status of the Rollingwood Trademark Applications

City Administrator Ashley Wayman reported the status of the Rollingwood Trademark application.

16. Discussion and possible action on letter from Attorney Dobson regarding Pickleball regulations

*Mayor Gavin Massingill called up item 16 and 17 concurrently and stated that the intent is not to take any action tonight.*

Council Member Brook Brown stated that item 16 is a letter from a lawyer representing anonymous persons. She recommended not responding to anonymous threats of litigation.

Ms. Brown recommended City Council not consider this based on anonymous litigation and that we have not lost our opportunity to mediate with Travis County.

Council Member Kevin Glasheen discussed how he responds to threats of litigation. He thinks it is bad policy to bow to threats of litigation but does think it is important to listen to people. He discussed his concerns with the ordinance and thinks it could be improved.

Council Member Brook Brown stated that the letter was provided to Mr. Harris because she sent it to him today.

Glen Harris, 3012 Hatley, stated that the letter provided requested to change the limit to 60 decibels, and that Mayor Massingill stated that there is difficulty with enforcement of the ordinance. He requested to set the decibel level at 3 decibels above background noise. He suggested setting the decibel limit at 51 decibels which is consistent with expert recommendations, Rollingwood Police Department data, and is enforceable. He suggested setting the limit of one pickleball court per residence, maintaining the current hours of play, and maintaining the limitation of four hours of daily pickleball play.

Mayor Gavin Massingill requested Mr. Harris' position on the letter, and Mr. Harris stated that he agreed with Ms. Brown.

**The Mayor adjourned into Executive Session at 9:42 p.m. for consultation with legal counsel pursuant to section 551.071 of the Texas Government Code.**

**Mayor Gavin Massingill stated that City Council went into Executive Session and no action was taken in the Executive Session. The Mayor reconvened the regular meeting at 9:55 p.m.**

Council Member Kevin Glasheen requested to put the question of the potential amendments to the pickleball ordinance on next month’s agenda as a policy discussion and not as a response to this threat but thinks there are legitimate discussions going forward to improve the amendments.

**Council Member Kevin Glasheen moved to respond to the letter by simply stating that the matter is coming up for policy discussion in the future not in response to the threats of litigation but it is coming up anyway as a matter of ongoing discussion of the ordinance. Mayor Pro Tem Sara Hutson seconded the motion.**

**Council Member Kevin Glasheen restated his motion to respond to the letter from the attorney by stating that Council intends to have the question of the pickleball ordinance back on a future agenda for a policy discussion and that this is not being done because of any threats of litigation but is part of a normal ongoing discussion about the ordinance.**

**Council Member Kevin Glasheen withdrew his motion.**

Mayor Gavin Massingill recommended to instruct the attorney with a reply to the letter.

**Council Member Kevin Glasheen moved to give Mr. Zech discretion to respond but to indicate that Council is generally unwilling to respond to anonymous threats of litigation. The motion failed for lack of a second.**

City Attorney Charlie Zech stated that for the failure of a motion, he could respond with City Council took no action in response to your letter, however there was a Council Member who indicated that he may put something on the agenda as a policy discussion in the future.

- 17. Discussion and possible action on letter from Attorney Vickers regarding Driveway located at 3220 Park Hills Drive

*Item 17 was considered concurrently with item 16.*

**ADJOURNMENT OF MEETING**

**Mayor Gavin Massingill adjourned the meeting at 10:02 p.m.**

**Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.**

\_\_\_\_\_  
**Gavin Massingill, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Ashley Wayman, City Administrator**

## AGENDA ITEM SUMMARY SHEET

### City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Update and discussion regarding the Electronic Meter Project

**Description:**

As of Thursday, July 11, 475 of the 615 meter installations (77%) have been completed. The goal is to finish all installations by July 25. Additionally, about half of the city's meters have been integrated into the utility system. Staff is receiving ongoing training for the new system to ensure we can utilize all features of the digital reading and monitoring software once all meters are integrated.

The city's side of the reading and usage monitoring software is not yet fully configured. Once it is, we will focus on setting up the customer portal for residents. Staff aims to provide residents with information on how to log in, view their water usage, and set up consumption alerts in August.

Public Works Director Ismael Parra will be in attendance to assist in updating the Mayor and Council of the status of the Electronic Meter Project.

**Action Requested:**

No action needed at this time.

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- None

## AGENDA ITEM SUMMARY SHEET

### City of Rollingwood

**Meeting Date: July 17, 2024**

**Submitted By:**

Staff

**Agenda Item:**

Update and discussion regarding Water CIP Packages 1-4 and the Nixon/Pleasant and Hubbard/Hatley/Pickwick Drainage Projects

**Description:**

The City is on schedule for Water CIP Packages 1-4 and the Nixon/Pleasant and Hubbard/Hatley/Pickwick Drainage Projects. Currently, major activities are mostly concentrated on the two drainage projects. Paving phase 1 has not yet been completed as it was delayed to allow Google Fiber to finish their installation in the phase one areas. Now that they have completed their installations in this area, phase 1 paving will be scheduled in the coming weeks. Residents will be given ample notification of the repaving timeline. When available, an updated schedule reflecting the paving phase 1 will be posted to the city's website here: <https://www.rollingwoodtx.gov/administration/page/updates-20232024-water-system-improvements>

Public Works Director Ismael Parra will be in attendance to assist in updating the Mayor and Council of the status of Water CIP Packages 1-4 and the Nixon/Pleasant and Hubbard/Hatley/Pickwick Drainage Projects.

**Action Requested:**

No action requested at this time.

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- None

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on a request to change the address of 4717 Timberline Drive to 503 Inwood Road

**Description:**

Before the City Council passed Ordinance 2024-04-17-14 establishing a process for address changes within the city's jurisdiction, this property submitted an address change to Austin Addressing and it was approved in error. The address that was approved, however, was inconsistent with the rest of the block numbers on Inwood Road. The home was incorrectly assigned 207 Inwood Road when it should be assigned the address of 503 Inwood Road.

The property owner has completed the required application and submitted an official plat of the property. They are requesting to change the address from 4717 Timberline, which was the last correct address of the property, to 503 Inwood Road.

**Action Requested:**

To take action on a request to change the address of 4717 Timberline Drive to 503 Inwood Road

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- Application for Change of Address for 4717 Timberline Drive + Plat of the Property



City of Rollingwood  
Address Change Request Form

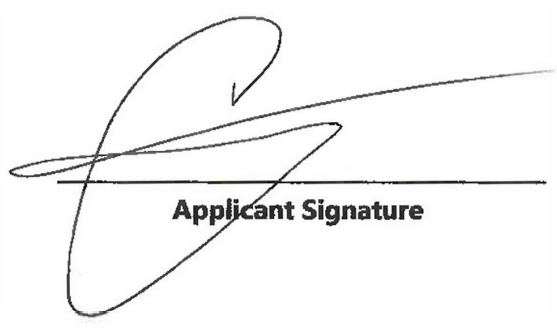
Applicant Information

Name: CHRISTOPHER WILBRATTE  
Phone Number: [REDACTED]  
Email Address: [REDACTED]  
Current Property Address: 4717 TIMBERLINE DRIVE  
Proposed Property Address: 503 INWOOD RD.

Reason for Requested Address Change

OUR HOUSE FACES INWOOD AND HAS BEEN VERY CONFUSING FOR DELIVERIES, GUESTS AND RIDE SHARE APPS. PLUS OUR MAILBOX IS VERY FAR FROM OUR FRONT DOOR.

Official plat of property attached

  
Applicant Signature

6-17-24  
Date

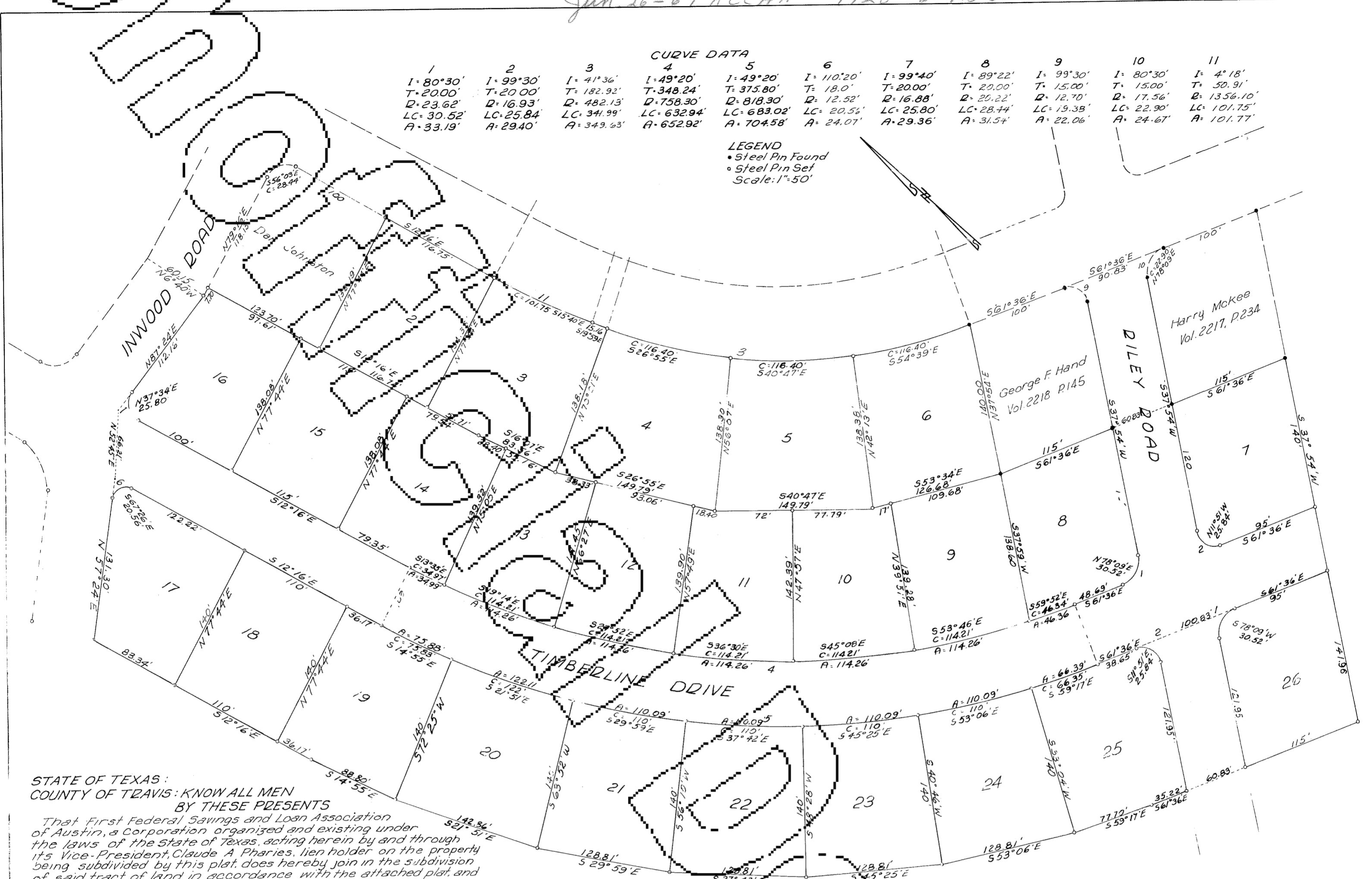


Jan 26-67 REC'D 9420 @ 4.50

CURVE DATA

1 I: 80°30' T: 20.00' D: 23.62' LC: 30.52' A: 33.19'	2 I: 99°30' T: 20.00' D: 16.93' LC: 25.84' A: 29.40'	3 I: 41°36' T: 182.92' D: 482.13' LC: 341.99' A: 349.65'	4 I: 49°20' T: 348.24' D: 758.30' LC: 632.94' A: 652.92'	5 I: 49°20' T: 375.80' D: 818.30' LC: 683.02' A: 704.58'	6 I: 110°20' T: 18.0' D: 12.52' LC: 20.53' A: 24.07'	7 I: 99°40' T: 20.00' D: 16.88' LC: 25.80' A: 29.36'	8 I: 89°22' T: 20.00' D: 25.22' LC: 28.74' A: 31.54'	9 I: 99°30' T: 15.00' D: 12.70' LC: 19.38' A: 22.06'	10 I: 80°30' T: 15.00' D: 17.56' LC: 22.90' A: 24.61'	11 I: 4°18' T: 30.91' D: 1356.10' LC: 101.75' A: 101.77'
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LEGEND  
 • Steel Pin Found  
 ° Steel Pin Set  
 Scale: 1"=50'



STATE OF TEXAS:  
 COUNTY OF TRAVIS: KNOW ALL MEN  
 BY THESE PRESENTS

That First Federal Savings and Loan Association of Austin, a Corporation organized and existing under the laws of the State of Texas, acting herein by and through its Vice-President, Claude A. Phares, lien holder on the property being subdivided by this plat, does hereby join in the subdivision of said tract of land in accordance with the attached plat, and does hereby dedicate to the public the streets and easements shown hereon.  
 WITNESS THE SEAL of said Corporation and the hand of its Vice-President, this the 19th day of January, A.D. 1967.

*Claude A. Phares*  
 Claude A. Phares, Vice President, First Federal Savings and Loan Association of Austin

SEPTIC TANK NOTE:  
 Each house constructed in this subdivision shall be connected to a septic tank of a design approved by the City County Health Unit.

STATE OF TEXAS  
 COUNTY OF TRAVIS

Before me, the undersigned authority, on this day personally appeared Claude A. Phares, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed, as the act and deed of said First Federal Savings and Loan Association of Austin, and in the capacity therein stated.  
 GIVEN UNDER MY HAND AND SEAL, this the 19th day of January, A.D. 1967.

*Notary Public in and for Travis County, Texas*

Surveyed by *B.F. Priest* Date 5-12-66  
 B.F. Priest, Reg. Pub. Surveyor

TIMBERLINE TERRACE - SEC. 4

"In approving this plat by the Commissioner's Court of Travis County, Texas, it is understood that the building of all streets, roads and other public thoroughfares shall be the responsibility of the owner and/or developer of the tract of land covered by this plat, in accordance with plans and specifications prescribed by the Commissioner's Court of Travis County, Texas, and the Commissioner's Court of Travis County, Texas assumes no obligation to build any of the streets, roads or other public thoroughfares shown on this plat, or any bridges or culverts in connection therewith."

STATE OF TEXAS  
 COUNTY OF TRAVIS

I, Miss Emilie Limberg, Clerk of the County Court within and for the County and State aforesaid, do hereby certify that on the 23 day of January A.D. 1967, the Commissioner's Court of Travis County, Texas, passed an order authorizing the filing for record of this plat, and that said order has been duly entered in the Minutes of said Court in Book 3 at page 364.  
 WITNESS MY HAND and Seal of the County Court of said County this, the 23 day of January A.D. 1967

*Miss Emilie Limberg, Clerk, County Court, Travis Co., Texas*  
 Deputy

FILED FOR RECORD on the 26 day of Jan A.D. 1967 at 4:00 o'clock P.M.  
 Miss Emilie Limberg, Clerk, County Court, Travis Co., Texas

*Trinda Wacker*  
 Deputy

STATE OF TEXAS  
 COUNTY OF TRAVIS

I, Miss Emilie Limberg, Clerk of the County Court of Travis County, Texas, do hereby certify that the within and foregoing instrument of writing with its certificate of authentication was filed for record in my office on the 26 day of Jan A.D. 1967 at 4:00 o'clock P.M. and duly recorded on the 26 day of Jan A.D. 1967 at 4:00 o'clock P.M. in the Plat Records of said County in Book 32 at page 10.

WITNESS MY HAND and Seal of the Court of said County, the date last written above.  
*Trinda Wacker*  
 Miss Emilie Limberg, Clerk, County Court, Travis Co., Texas  
 Deputy

STATE OF TEXAS:  
 COUNTY OF TRAVIS: KNOW ALL MEN BY THESE PRESENTS:

That Timberline Dealty Co., a Corporation organized and existing under the laws of the State of Texas, acting herein by and through its Pres. Clifton S. Winstead, owner of that certain tract of land out of the Henry P. Hill League in Travis County, Texas, conveyed to it by deed of record in Vol. 125 at Page 125 of the Public Records of Travis County, Texas, does hereby subdivide 1.25 acres of said tract in accordance with the attached plat, said subdivision to be known as TIMBERLINE TERRACE, SEC. 4, and does hereby dedicate to the public the streets and easements shown hereon.  
 WITNESS THE SEAL of said Timberline Dealty Co., and the hand of its president, this the 17 day of January A.D. 1967

Attest: *Clifton S. Winstead*  
 Secretary  
 Clifton S. Winstead, Pres. Timberline Dealty Co.

STATE OF TEXAS  
 COUNTY OF TRAVIS

Before me, the undersigned authority, on this day personally appeared Clifton S. Winstead, president of Timberline Dealty Co., known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same as the act and deed of said Corporation for the purposes and considerations therein expressed, and in the capacity therein stated.  
 GIVEN UNDER MY HAND and seal of office, this the 17 day of January A.D. 1967

*Wagner T. Talley*  
 Notary Public in/for Travis County, Texas

ACCEPTED AND AUTHORIZED FOR RECORD

By the Board of Aldermen of the Village of Rollingwood, Texas on this 17 day of Jan A.D. 1967

Attest: *George W. Valle, Jr.*  
 Secretary  
 George W. Valle, Jr. Mayor

The rear five (5) feet of all lots in this subdivision shall be and is hereby dedicated for public utilities.

Vol. 32 Page 10  
 PLAT RECORD, TRAVIS COUNTY, TEXAS

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Update, discussion and possible action regarding proposals and additional information related to park drainage from K. Friese and Associates, Innovative Water Solutions and Maas Verde Landscape Restoration

**Description:**

At the May City Council meeting, K. Friese and Associates (KFA) gave a presentation regarding park drainage concerns and engineering plans were provided from Innovative Water Solutions (IWS) for drainage improvements near the fieldhouse and for the detention pond at Nixon/Gentry. Additionally, the agenda posting included a proposal for a park drainage study from Maas Verde Landscape Restoration, but the proposal was not received in time to present at the Council meeting.

The Council moved to take no action on either the presentation or the engineering plans at that time, and to ask KFA, Maas Verde and Innovative Water Solutions to prepare to present their proposals to the Park Commission at their next meeting, then to bring these items back to Council at their next meeting. Council also asked KFA to provide some additional calculations in their next presentation and to review the proposals from IWS and work with them to get updated engineering proposals submitted. The Maas Verde proposal was ready in time for the June Park Commission Meeting.

The Park Commission did not take any action on these presentations/proposals at their June 11 or July 9 Park Commission meetings.

KFA did submit comments to IWS regarding the proposed engineering plans for the fieldhouse area and the detention pond at Nixon/Gentry. IWS provided updated engineering plans that are currently under review by KFA. Because they were not ready by the packet deadline, these have not been included in the packet. Once reviewed and approved by KFA, staff will proceed with getting proposals for construction of the solutions presented in the engineering plans and bringing them to the City Council for consideration.

**Action Requested:**

To consider proposals and additional information related to park drainage from K. Friese and Associates, Innovative Water Solutions and Maas Verde Landscape Restoration

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- Item Summary from K. Friese and Associates
- Presentation by K. Friese and Associates
- Proposal From Maas Verde for a Park Drainage Analysis

**Item Summary:**

The purpose of this agenda item is for the Council to consider actions regarding the Rollingwood Park drainage concerns. This item was previously presented to the Council on May 15, 2024. During the meeting, Council requested that KFA provide additional information related to the contributing drainage areas for the watershed versus the park and present to the Parks Commission on June 11, 2024 with a follow-up presentation reporting to Council.

The total drainage area to the Pleasant Cove culvert, which is at the downstream limit of the park, is approximately 54 acres. Of these 54 acres, 0.6 acres drains from the parking lot to the existing detention pond at Nixon and Gentry, and 8 acres drain from the area around the Western Hills Athletic Club. The 25-year peak flow at the Pleasant Cove culvert was calculated to be approximately 250 to 300 cubic feet per second (cfs), and for the area draining to the detention pond at approximately 5 cfs. This amount represents about 2% of the total flow to Pleasant Cove. Therefore, it is KFA's opinion that any modifications to the existing detention pond will not provide any significant regional benefit for flood reduction on Nixon Drive or within the creek.

The Infrastructure Improvement Plan (IIP 2020) identified Nixon Drive as a flooding problem. The proposed solution, referred to as Project F, included the installation of a storm drain and inlet system along Nixon and Gentry Drive. Additionally, downstream mitigation is likely required to complete the improvements. The conceptual cost range for this project is \$2M-\$3M. Alternatively, regional detention located within the municipal park could be a solution; however, this is anticipated to significantly alter the current recreational areas available within the park. The conceptual cost range for this project is likely to exceed \$500k.



**K·FRIESE**  
**+ ASSOCIATES**  
PUBLIC PROJECT ENGINEERING

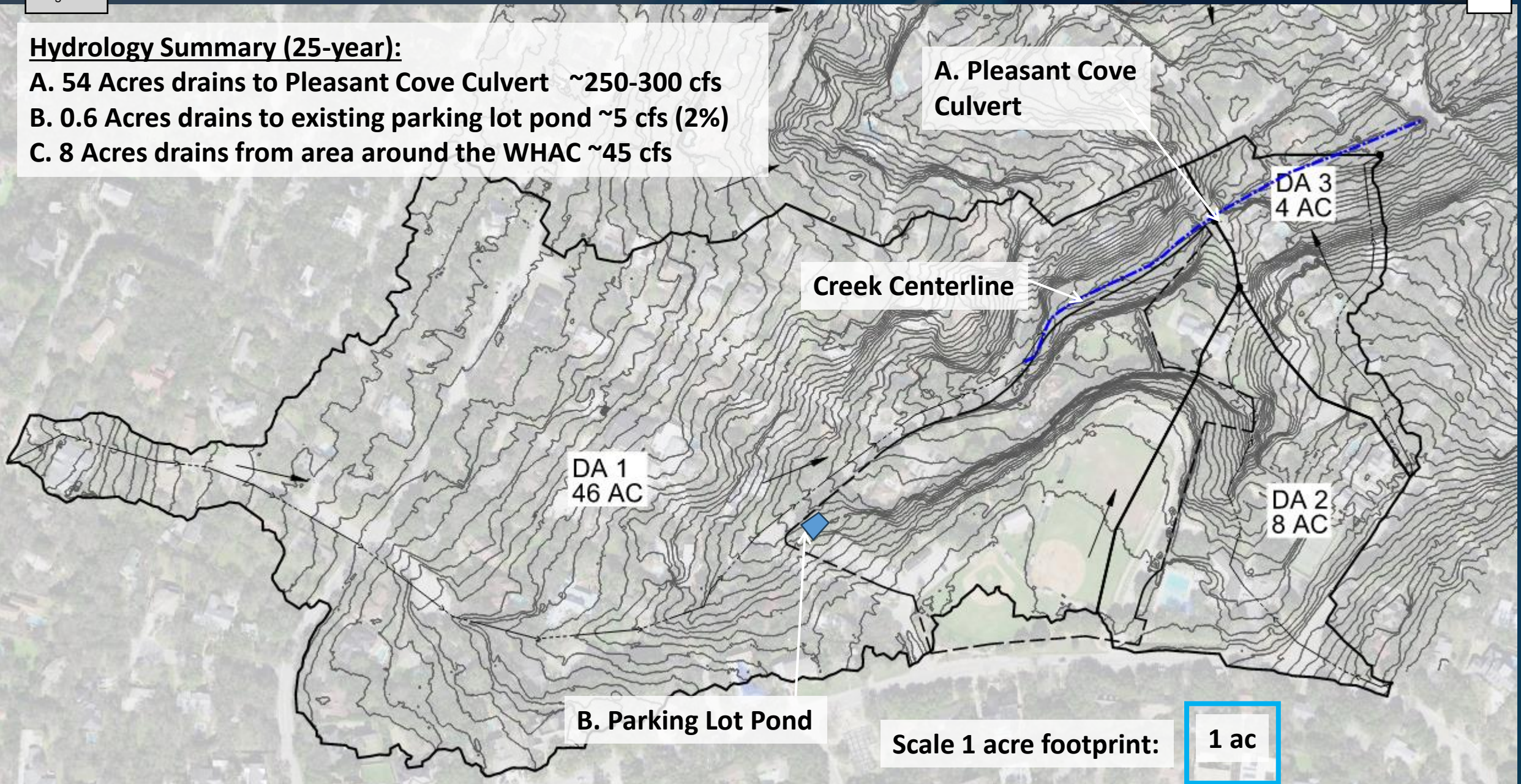


## **City of Rollingwood** **Rollingwood Park Drainage Concerns - Update**

**June 11, 2024**

## Hydrology Summary (25-year):

- A. 54 Acres drains to Pleasant Cove Culvert ~250-300 cfs
- B. 0.6 Acres drains to existing parking lot pond ~5 cfs (2%)
- C. 8 Acres drains from area around the WHAC ~45 cfs



A. Pleasant Cove Culvert

Creek Centerline

DA 1  
46 AC

DA 3  
4 AC

DA 2  
8 AC

B. Parking Lot Pond

Scale 1 acre footprint:

1 ac

**CITY OF ROLLINGWOOD  
INFRASTRUCTURE IMPROVEMENTS PLAN  
COST SUMMARY**



**Project ID:** F  
**Project Name:** Nixon/Gentry Drainage Improvements  
**Drainage Basin:** 5

**Problem Description**

Roadway flooding and property flooding along Gentry Drive and Nixon Drive.

**Proposed Improvements**

Install approximately 272 feet of 24" RCP, 846 feet of 36" RCP, 125 feet of 5' x 3' RCB, and 626 feet of 6' x 3' RCB. Begin at Gentry Drive and discharge to channel near City Hall. It will include an estimated 20 curb inlets, 1 area inlet, and approximately 12 driveway reconstructions. This includes the improvements at AOI E. To mitigate downstream impacts, the improvements along AOI M should be completed first.

**CIP Ranking**

15 out of 23

**Project Costs\*\***

\*\*AOI E included

Engineering & Survey:	\$ 300,000
Construction:	\$ 1,648,000
Other:	\$ 76,000
ROW/Easements:	UNK
<b>Total:</b>	<b>\$ 2,024,000</b>
Conceptual Cost Range:	> \$2M
Estimated Construction Duration:	15 Months

**Possible Impacts**

It is possible that the velocities and peak flow in Town Lake tributary will increase downstream of the project due to these improvements. Further analysis to document impacts is necessary

**Assumptions**

- It is assumed drainage easements and ROW can and will be obtained as necessary.
- It is assumed the proposed storm drain will have sufficient capacity for the design storm event.
- During detailed project design, the design storm and tailwater will need additional consideration.

**Project Map & Photo**



Proposed storm sewer in red.  
Existing 100-yr inundation shown.



Nixon and Gentry intersection looking north. 09/11/2019



**CITY OF ROLLINGWOOD**  
**403 NIXON DRIVE**  
**AUSTIN, TEXAS 78746**

**Sales:** Ted Maas  
**Rollingwood Park Drainage Analysis**  
 403 Nixon Drive Austin, Texas 78746

**Est ID:** EST4683792  
**Date:** Jun-06-2024

**Drainage Analysis** **\$4,372.00**

Scope of work:

1. Obtain base data and develop base map
2. Delineate drainage areas for park grounds
3. Compute design storm peak discharge

**Conceptual Design with Alternatives** **\$8,997.44**

Scope of work:

- The drainage study will inform our design
- Conceptual design will propose two alternatives
- The conceptual design will consist of a high level landscape plan view of the proposed alternatives
- Create priority areas for drainage solutions
- Coordinate with the trail construction contractor regarding the potential alternatives

**Deliverables** **\$2,328.40**

Scope of work:

- Conceptual design with two alternatives (see "Conceptual Design with Alternatives" scope of work)
- A description of the drainage analysis and of each alternative
- Cost ranges for each alternative



**Presentation** **\$1,178.40**

Scope of work:

- Present the drainage analysis and alternatives to the City of Rollingwood

	<b>Subtotal</b>	<b>\$16,876.24</b>
	<b>Taxes</b>	<b>\$0.00</b>
	<b>Estimate Total</b>	<b>\$16,876.24</b>

**Contract Payment Summary**

PO #	Contract #

**Payment Terms and Conditions**

This Proposal expires 30 days from the date of this email. Upon the acceptance of the work, payment of the unpaid balance Fixed Contract Price when due together with such Value Added Taxes as may be applicable to such payment. The Estimate Total is a Fixed Contract Price and will only change pursuant to section "**Procedure for Extra Work and Changes**" below.

**Warranty and Tolerances**

- Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work.
- Maas Verde Representations: Maas Verde will perform the Scope of Work in a workmanlike and professional manner in compliance with all applicable laws, regulations, codes, and restrictive covenants of which he is made aware.
- Client Representations: Client is the legal owner of the Property, or is otherwise authorized to contract for work on the Property. Client has undertaken its own due diligence to ascertain whether the Scope of Work is in compliance with any restrictive covenants, easements, and homeowner association requirements. Client is responsible for ascertaining property boundary and property lines on the Property and is responsible for identifying the location of same. Client will provide Maas Verde, its employees, agents, and subcontractors reasonable access to the Property and agrees to keep the Property clear of all known and potential hazards and agrees to keep pets properly restrained and out of the work area of the Property.
- Subcontractors: Maas Verde will perform the Scope of Work with its own employees and/or subcontractors retained by him depending upon the work requirements. Maas Verde will fully pay its subcontractors and in all instances remain responsible for the proper completion of the Scope of Work.
- Risk of Unknown Conditions: During the performance of its Scope of Work, Maas Verde may discover unknown or hidden sub-surface conditions, utility lines, water pondage or springs, or other conditions rendering performance of the Scope of Work impracticable. In such eventuality, Maas Verde may at its option renegotiate the Fixed Contract Price and Scope of Work taking into account such conditions, or terminate this Contract with payment owed for work performed prior to termination.

Damaged Utilities: Should damage occur to utilities during construction, Maas Verde is only liable for the cost of the repair. Maas Verde is not liable in any way for inconvenience to the Client caused by damage to the utilities. Damage to neighbors buried utilities, on the Client’s property, are the responsibility of the Client.

- Entire Agreement: The Contract reflects the entire agreement between Maas Verde and Client. This Contract supersedes all prior written and oral representations. The Contract may not be amended, altered, or supplemented except in writing and signed by both Maas Verde and Client.
- Dispute Resolution: If any dispute arises involving performance or payment under this Contract or if any damage or liabilities arise during the performance of the Scope of Work, any and all such controversies between the parties will be submitted to mandatory mediation as a condition precedent to any further proceeding. If such mediation cannot resolve the parties’ differences, the parties to this Contract agree to submit to binding arbitration pursuant to the provisions of TEX. CIV. PRAC. & REM. CODE §171.001 et seq. as the parties’ sole and exclusive remedy. Any arbitration will take place before a single arbitrator selected by agreement of the parties; however, if the parties cannot agree as to the selection of an arbitrator, the arbitrator will be appointed by a Travis County District Court Judge.

**Procedure for Extra Work and Changes**

Maas Verde and Client acknowledge and agree that minor inconsistencies or conflicts within the Scope of Work Addendum shall be resolved by Landscaper in its reasonable discretion. Further, unknown conditions on the Property such as concealed conditions on the property, unknown utilities or other sub-surface conditions, might require minor variations or revisions to the Scope of Work as it is being undertaken.

Maas Verde and Client acknowledge and agree that significant changes to the Scope of Work shall cause a revision to the Fixed Contract Price referenced in this Scope of Work and proposal. Significant changes to the Scope of Work will be proposed in the form of a Change Order(s). Maas Verde will not complete any Scope of Work related to any Change Order(s) without written acceptance of the Change Order(s) by the Client.

**Material Tolerances**

- Wood: Pressure treated wood cannot be guaranteed against warp age, checking, or cupping. Cedar is expected to crack especially 6X6 up to 3/8 inch gaps and the entire length of the wood. Ipe is expected to crack especially 4X4 up to 3/8 inch gaps and the entire length of the wood.
- Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product and the Client accepts this as a natural and acceptable quality of the stone.
- Metal: Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation.
- Concrete: Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots. Colored concrete consistencies vary from truck to truck; therefore it is not possible to produce an exact match with pours over nine meters. The Client absolves Maas Verde of liability if “smooth” concrete is the desired finish (due to slippage).
- Warranty Time Period: Maas Verde warrants all construction and installation for a period of one year, providing that they have been maintained properly. All construction materials are subject to manufacturer’s specific warranties/guarantees. Planting is warranted for three months if there is an approved irrigation system.
- Client Responsibilities: The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements in order for the Warranty to remain in affect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of Maas Verde. For example, flooding eaves troughs that damage plants, fallen branches, animal caused damage, frozen/burst irrigation or drainage pipes that were not seasonally drained at the proper time, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related

situations – void all warranties provided by Maas Verde.

- **Use of Client Selected and Approved Substandard Materials:** Client recognized and agrees that if the Client has chosen and approved the use of substandard materials for any application that the one year warranty will be void or otherwise limited in writing on those items so impacted, but will remain in affect for all other elements of the project not impacted directly or indirectly by use of substandard materials. Maas Verde will notify in writing to the Client any material that the Client has selected that would negatively impact the one year warranty of Maas Verde – prior to purchasing and/or installing such materials.
- **Material Grades:** The Client recognizes that all materials come in a range of grades of quality and finishes, and that natural materials are not perfect. Natural wood have knots, and other natural materials have variability in color due to a wide range of factors, and that sample while useful in material selection decision-making, cannot be expected to accurately represent the total completed surface of a given construction or installation. Maas Verde shall endeavor to enable the Client to see or understand the representative range of color, surface texture, and related of all materials begin seriously considered for installation on a project, however, it will be responsibility of the Client for the final selection of those materials. Once the selection has been approved by the Client, the Client will be responsible for all costs associated with changing any given material should the Client change their mind during or after material is purchased or constructed.

### **Planting + Plant Warranty**

- **Trees:** All trees are warranted for one growing season from the date of installation, provided that Maas Verde is in agreement that the plants are sufficiently hardy and appropriate for the soil, climate, and weather conditions associated with the site, and that they are properly maintained in keeping with standards for assuring the longevity of such plants, including automatic irrigation.
- **Shrubs and Perennials:** Shrubs and Perennials are guaranteed for thirty days from the date of installation, provided that Maas Verde is in agreement that the plants are sufficiently hardy and appropriate for the soil, climate, and weather conditions associated with the site, and that they are properly maintained in keeping with standards for assuring the longevity of such plants, including automatic irrigation.
- **Plant Seasonality:** Various plants, bushes, shrubs, and trees have ideal times for planting. Planting out of season at the request of Clients will void any warranty for those plants. Maas Verde will point out in writing to the Client any requested planting that will void the warranty on those plants so affected by out of season planting. The Client reserves the right to request that plants that cannot be planted with out voiding the warranty be exchanged or planted in the next plantable season without any additional costs being borne by the Client.
- **Plant Availability:** In some instances, some plants, shrubs, bushes, and trees may not be readily available to procure in time for the required planting period associated with the Contract. In that event, Maas Verde will work closely with the Client to provide a approved substitution(s) – subject to availability.
- **Plant Diseases:** Should the Client recognize ill health in the plants, shrubs, bushes, or trees that have been supplied under the Contract, it is the Client's responsibility to immediately inform Maas Verde. Maas Verde will determine the nature and source if the illness. If it is deemed that the plant was infected prior to installation, Maas Verde reserves the right to first using herbicides, fertilizers, and insecticides to return the plants to good health. Should efforts to restore the plant's health fail, the Client is entitled to a refund only. Due to plant availability, the Client assumes the risk and liability of rare specimens. However, Maas Verde reserves the right to remove all or a portion of the warranty depending upon the nature of the source of the plant infections and the approved policies of Maas Verde. In all cases, Maas Verde shall work with the Client to minimize damage to the existing Contract related plants.
- **Plant Replacement:** Maas Verde is entitled to up to one year to source, match and replace dead or ill plants (due to scarcity). The Client reserves the right to either a full refund within one year or wait for a suitable replacement. Should the plant be a matching pair or series, and it is not possible to replace, Maas Verde agrees to replace all plants in the series or pair at Maas Verde's cost.
- **Lawns:** All new sod under shade are not guaranteed. New lawns are guaranteed to be healthy at time of installation only. Should new sod be damaged due to animals (pets or wild animals, i.e. raccoons, skunks) the Client will incur all costs for replacement.
- **Water Plants:** Water plants are guaranteed for same-planted season only.
- **Weeds:** Maas Verde shall use it's efforts to minimize any weeds, however, Maas Verde shall not be required to

inspect or otherwise ensure that there is no weed or other unwanted plant matter upon the Client's property in any soil or root balls/planting container of plant materials, nor shall it provide warranty for the removal of existing weeds.

- *Directions for Maintaining Plant Material:* Maas Verde will provide, verbally or in writing, a guide for the care and maintenance of all planting provided. Failure to comply with the guidelines set out therein shall void any warranty or guarantee provided by Maas Verde whether express or implied.
- *Replacement plant material:* Maas Verde does not guarantee plant material that has been transplanted on site. Replacement plant material is not guaranteed.
- *Required Maintenance:* Maas Verde will provide technical direction, verbally or in writing, for all plant material constructed, erected, implemented or planted on the site as part of the Contract. Failure to follow the recommendations with equal, equivalent or superior maintenance efforts, tools and resources will void any Maas Verde warranty on items so affected. Where Maas Verde recognizes that the Client lacks sufficient resources (water pressure, power outlets, and related) to enable the full maintenance and enjoyment of the materials, construction(s) and/or horticultural elements associated with this Contract, Maas Verde will also inform the Client and recommend possible solutions. However, Maas Verde is not obligated to be wary of such needs or to account for them in this Contract in terms of design, construction or costs, and the Client fully accepts responsibility for obtaining such knowledge and acting accordingly.
- *Water Supply:* Where water supply becomes an issue and negatively detracts from ponds, waterfalls, and other water features, the Client recognizes and agrees that such problems are the sole responsibility of the Client.

**Contractor:**   
 \_\_\_\_\_  
 Ted Maas

**Client:** \_\_\_\_\_

**Signature Date:** 06/10/2024  
 \_\_\_\_\_

**Signature Date:** \_\_\_\_\_

**Email:** ted@maasverde.com

## AGENDA ITEM SUMMARY SHEET

### City of Rollingwood

Meeting Date: July 17, 2024

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action to authorize the Mayor to execute an agreement with ABIP, PC for professional auditing services for the fiscal year ending September 30, 2024 with an option for four, one-year extensions

**Description:**

The city has reached the last year of its agreement for Audit Services with ABIP, PC. ABIP has provided exceptional service and has consistently demonstrated professionalism and thoroughness in their audits.

Given our positive experience and the high level of service provided, staff proposes that we renew our agreement with this firm for an additional year with the option to extend for four additional one-year terms. The city is not required to competitively bid this professional service.

**Action Requested:**

To authorize the Mayor to execute an agreement with ABIP, PC for professional auditing services for the fiscal year ending September 30, 2024 with an option for four, one-year extensions

**Fiscal Impacts:**

The proposed cost is similar to what the city has paid in previous years for audit services from ABIP, and includes a reasonable allowance for annual increases based on local and national economic conditions.

**Attachments:**

- Cost Proposal for FY 2024 Audit and explanation of fees for future years
- Full proposal for professional auditing services

# CITY OF ROLLINGWOOD, TEXAS

Sealed Dollar Cost Proposal For the Fiscal Years Ended  
September 30, 2024 - September 30, 2028

Michael Del Toro, CPA  
Partner

**abip, PC**  
7330 San Pedro Avenue, Suite 901  
San Antonio, Texas 78216  
(210) 341-2581

mdeltoro@abipcpa.com  
June 17, 2024



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



7330 San Pedro Avenue, Suite 901  
 San Antonio, Texas 78216  
 (210) 341-2581

Fiscal Year 2024 Audit Fee

Financial Audit	\$ 21,800
Single Audit, If necessary	<u>8,400</u>
<b>TOTAL ALL-INCLUSIVE MAXIMUM PRICE</b>	<b><u><u>\$ 30,200</u></u></b>

The above fee does not include travel cost associated with the engagement. Travel cost will be billed at actual for lodging, mileage, and meals. The reimbursement will be based on acceptable guides for overnight such as the GSA and IRS reimbursement rates for the area. To mitigate the charges to the City for travel, **abip** will rely on remote working to the extent possible.

The audit fee for subsequent years after 2024 will increase annually based on local and national economic conditions. The increases can range from 3 to 8 percent and will be discussed with the City prior to engaging in that year's audit.

**Non-audit services:**

The fee estimate above is for the service of conducting a financial audit of the City. The audit service does not include time and effort necessary to adjust or correct the City's financial accounting records in order to present and report the financial information in accordance with generally accepted accounting principles. This would include the implementation of GASBs that are required to be implemented. The fee also does not consider elevated risks in process and controls that will require additional audit attention. If the City requires us to assist with account reconciliations or the implementation of any GASBs, or if we have to address elevated risks in process controls we will notify the City and bill the additional time and effort for those situations at our standard hourly rates, which are as follows for 2024:

Partner	\$450/hour
Manager	\$325/hour
Supervisor	\$300/hour
Senior	\$230/hour
Staff	\$175/hour

These rates increase annually based on local and national economic conditions. The increases can range from 3 to 8 percent and will be disclosed in our annual engagement letters.

The above rates are for undisclosed services requirements that are necessary to complete and conclude on the financial audit service. If additional services are requested by the City, and those services can be scheduled at a time agreed upon by the City and **abip**, then discounted rates could be established.

# CITY OF ROLLINGWOOD, TEXAS

Request for Qualifications/Proposals  
Professional Auditing Services

Fiscal Year Ending September 30, 2024

**Michael Del Toro, CPA**  
Partner

[www.abipcpa.com](http://www.abipcpa.com)  
[mdeltoro@abipcpa.com](mailto:mdeltoro@abipcpa.com)  
(210) 341-2581

**abip, PC**  
7330 San Pedro Ave, Suite 901  
San Antonio, TX 78216

June 17, 2024

**abip**

CPAs | ADVISORS

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



June 17, 2024

City of Rollingwood, Texas  
403 Nixon Drive  
Rollingwood, Texas 78746

**abip, PC (abip)** is pleased to have the opportunity to submit this response to the request for qualifications/proposals to provide professional auditing services to the **City of Rollingwood, Texas** ("the City") for the fiscal year ending September 30, 2024 with an option for four (4) one-year extensions for fiscal years 2025 to 2028. The remainder of this document highlights the qualifications and benefits **abip's** Texas municipality entities audit professionals will provide to your City for an efficient, cost-effective audit.

The City needs an accounting firm that understands the challenges facing Texas municipalities financial reporting. You also want to work with professionals who share your same commitment to quality service and are dedicated to building a long-term, responsive relationship with your City.

With **abip**, you get audit services from senior professionals who focus on Texas municipalities and local governmental entities. You also experience a collaborative culture, have direct access to top technical resources, and receive straightforward, proactive communication delivered through a centralized, committed, and knowledgeable client service team. In addition to addressing your immediate audit needs, **abip** is ready to leverage our resources and capabilities to support your financial and internal control strategies.

#### **The Audit Will Be Performed in Accordance with the Following Standards:**

- Generally Accepted Auditing Standards adopted by the AICPA
- Compliance with Policies and Procedures Established by the City
- Applicable State and Federal Laws and Regulations

**abip's** evaluation of the City's internal controls will provide public confidence that your financial statements are fairly stated and that the City has complied with relevant laws and regulations.

#### **We are Different from Other Firms**

##### **Our Professionals are Focused on Texas Municipalities and Other Local Governments**

- No need to train or educate our team on the basics of your City
- Minimal interruptions to your staff's day-to-day operations
- Team member continuing education is focused on local government accounting and auditing
- Federal and state agency experience you can rely on

**Our Partners and Senior Managers are Actively Involved in all Aspects of the Engagement**

- Engagement team stability
- No surprises – technical issues and questions are resolved during the audit
- Prompt and clear communication throughout the audit
- Year-round resource for information and advice

**We are a Full-Service Firm with Extensive Resources Such as Cybersecurity and Forensics**

- That makes **abip** a one-stop-shop for various resources

**Your Engagement Team**

Your team, led by Michael Del Toro, is made up of industry leaders who are experienced with the technical assignments like yours. They understand that you have key concerns when it comes to choosing your accounting professionals and are dedicated to addressing your requirements.

Our office is located at 7330 San Pedro Avenue, Suite 901, San Antonio, Texas 78216, telephone **(210) 341-2581**, fax (210) 341-2588. I will serve as your engagement partner for the City's audit should we be selected as your independent auditors. As an authorized representative of the firm, I am empowered to submit this request for qualifications/proposals and to sign a contract with the City. If we can be of any assistance or answer any questions concerning this request for proposal, please feel free to call or email me at **mdeltoro@abipcpa.com**.

Sincerely



**Michael Del Toro, CPA**  
Partner

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## Independence

At **abip**, we take the utmost care in determining that our firm and staff are independent with respect to the governmental client. We determine independence prior to making a decision to submit our qualifications by complying with our quality control standards and standards prescribed by *Government Auditing Standards*.

We are independent with respect to the City; there have been no prohibited transactions including direct or indirect financial interest with the City, and no one on our staff is related to City personnel or any member of the City Council.

## License to Practice in the State of Texas

**abip** and all key professional employees who will be assigned to perform the audit, should we be awarded the contract, are properly registered and licensed to practice in the state of Texas.

## Firm Qualifications and Experience

**abip** is a regional firm with fully staffed offices in Houston, San Antonio and New Braunfels, Texas. The services you have requested will be coordinated from and provided by the San Antonio office. **abip** has over 150 employees on staff. **abip** provides accounting, auditing, consulting, and tax planning and preparation services to various industries such as nonprofit, governmental, employee benefit plans, real estate, oil and gas, health care, construction, manufacturing, technology, and professional service companies.

The partners of your engagement team have over 50 combined years of experience auditing clients similar to the City of Rollingwood, Texas. Our partners and managers are highly involved in the day to day fieldwork which will allow us to supervise our staff, catch any major issue early and be available for questions from you.

# abip's Commitment to Quality Control

The AICPA peer review involves a rigorous inspection of our engagements every three years. At the conclusion of the peer review, the peer reviewer expresses an opinion on the design of our quality control system for our accounting and auditing practice and our compliance with that system. Our latest peer review, conducted in 2020, received the highest possible rating of "pass." The peer review included a review of engagements performed under *Governmental Auditing Standards*, including compliance audits under the Single Audit Act.



## Report on the Firm's System of Quality Control

August 30, 2021

To the Shareholders of ABIP, PC  
and the Peer Review Committee of the TSCPA

We have reviewed the system of quality control for the accounting and auditing practice of ABIP, PC (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

ABIP, PC  
August 30, 2021  
Page | 2

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of ABIP, PC in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. ABIP, PC has received a peer review rating of *pass*.

*Briggs & Veselka Co.*  
Briggs & Veselka Co.  
Austin, Texas

[www.bvccpa.com](http://www.bvccpa.com)  
Member of the Center for Public Company Audit Firms  
of the American Institute of Certified Public Accountants



## History Servicing Texas Municipalities/References

Client Name	Services Provided	Contact Person	Telephone Number
City of San Marcos, Texas 630 East Hopkins San Marcos, Texas 78666	Financial and Federal Single Audit ACFR Certificate Awarded	Ismael Garcia, Assistant Director of Finance igarcia@sanmarcostx.gov	(512) 393-8179
City of Cibolo 200 South Main Street Cibolo, Texas 78108	Financial and Federal Single Audit ACFR Certificate Awarded	Anna Miranda, CPA Director of Finance asmiranda@cibolotx.gov	(210) 566-6146
City of Alamo Heights, TX 6116 Broadway San Antonio, Texas 78209	Financial and Federal Single Audit ACFR Certificate Awarded	Robert Galindo, CPA Director of Finance rgalindo@alamoheightstx.gov	(210) 882-1502
City of Fair Oaks Ranch, TX 7286 Dietz Elkhorn Fair Oaks Ranch, TX 78015	Financial and Federal Single Audit ACFR Certificate Awarded	Summer Fleming, CPA Finance Director sfleming@fairoaksranchtx.org	(210) 698-0900
City of Fredericksburg, TX 126 West Main Street Fredericksburg, TX 78624	Financial and Federal Single Audit	Krista Wareham, CPA Director of Finance kwareham@fbgtx.org	(830) 990-2039

## Canceled Contracts / Legal Proceedings

**abip** has not had a contract canceled or terminated for unsatisfactory performance in the history of the firm nor have we had legal proceedings.

# Principal Supervisory and Staff Qualifications and Experience

Team Member	Title	Engagement Role	Experience Similar to City of Rollingwood, TX
<b>Michael Del Toro, CPA</b>	Partner	<ul style="list-style-type: none"> <li>• Overall responsibility for the Engagement</li> <li>• Directing the planning, testing, communications, and financial statement decisions</li> <li>• Provide accounting and auditing technical assistance</li> <li>• Coordinate all meetings with management</li> </ul>	City of San Marcos, TX * City of Boerne, TX * City of Del Rio, TX * City of Alamo Heights, TX * City of Live Oak, TX * City of Leon Valley, TX * City of Fair Oaks Ranch, TX * City of Cibolo, TX * City of Schertz, TX * City of Rollingwood, TX City of Universal City, TX City of Hill Country Village, TX City of Shavano Park, TX City of Somerset, TX City of Floresville, TX City of Windcrest, TX City of Fredericksburg, TX City of Woodcreek, TX
<b>Janet Pitman, CPA</b>	Concurring Partner	<ul style="list-style-type: none"> <li>• Review the Audit to ensure it was performed in accordance with the Firms quality control standards</li> <li>• Provide accounting and auditing technical assistance</li> <li>• Review final Annual Financial Report</li> </ul>	City of San Marcos, TX * City of Boerne, TX * City of Del Rio, TX * City of Alamo Heights, TX * City of Live Oak, TX * City of Leon Valley, TX * City of Fair Oaks Ranch, TX * City of Cibolo, TX * City of Schertz, TX * City of Rollingwood, TX City of Universal City, TX City of Hill Country Village, TX City of Shavano Park, TX City of Somerset, TX City of Floresville, TX City of Windcrest, TX City of Fredericksburg, TX City of Woodcreek, TX
<b>Jeremy Barbatto, CPA</b>	Engagement Manager	<ul style="list-style-type: none"> <li>• Serve as the day-to-day contact for the City and manage the overall work plan developed by the Partner</li> <li>• Oversee the staff on the engagement and filter questions from staff to the City</li> <li>• Lead the audit planning and risk assessment for the financial audit and single audit and direct the staff through the process</li> <li>• Provide technical assistance to the staff assigned to the engagement</li> </ul>	City of San Marcos, TX * City of Boerne, TX * City of Del Rio, TX * City of Alamo Heights, TX * City of Live Oak, TX * City of Leon Valley, TX * City of Fair Oaks Ranch, TX * City of Cibolo, TX * City of Schertz, TX * City of Rollingwood, TX City of Universal City, TX City of Hill Country Village, TX City of Shavano Park, TX City of Somerset, TX City of Floresville, TX City of Windcrest, TX City of Fredericksburg, TX City of Woodcreek, TX

Team Member	Title	Engagement Role	Experience Similar to City of Rollingwood, TX
Selena Jones, CPA	Concurring Engagement Manager	<ul style="list-style-type: none"> <li>Serve as an additional resource for technical guidance to the engagement manager and staff</li> <li>Assist the engagement manager with reviewing staff work</li> </ul>	City of Alamo Heights, TX * City of Lockhart, TX Bexar Appraisal District, TX * Habitat for Humanity of SA Tobin Center for Performing Arts Merced Housing, Texas

\* Denotes client who issues an Annual Comprehensive Financial Report and receives GFOA's Certificate of Achievement for Excellence in Financial Reporting.

**Notes:** All engagements listed above were serviced out of our San Antonio Location. Please see resumes at the end of the proposal.

## Principal Supervisory and Management Staff

### Michael Del Toro, CPA – Partner

As audit partner, Michael will coordinate the services of our firm and will have overall responsibility for the audit and any matters related to the audit. Mike has over twenty-five (25) years of experience in auditing and accounting for governmental and nonprofit entities. Mike is licensed to practice as a certified public accountant in the State of Texas.

### Janet Pitman – Concurring Partner

As concurring partner, Janet will provide a technical review of the audit as well as provide technical assistance throughout the audit as needed. Janet has over thirty (30) years of experience in auditing and accounting for governmental and nonprofit entities. Janet is licensed to practice as a certified public accountant in the State of Texas.

### Jeremy Barbatto, CPA – Engagement Manager

As engagement manager, Jeremy will perform work under the direct supervision of the partners. His functions will be gathering data and performing detail tests, such as vouching expenses and determining eligibility of costs and assisting other team members assigned to the engagement. Jeremy is licensed to practice as a certified public accountant in the State of Texas.

### Selena Jones, CPA – Concurring Engagement Manager

As the concurring engagement manager, Selena will serve as an additional resource for technical guidance to the engagement manager and staff. Selena has over twenty-five (25) years of accounting experience and over 15 years of experience in auditing and accounting for governmental entities. She will assist the engagement manager with reviewing staff work. Selena is licensed to practice as a certified public account in the State of Texas

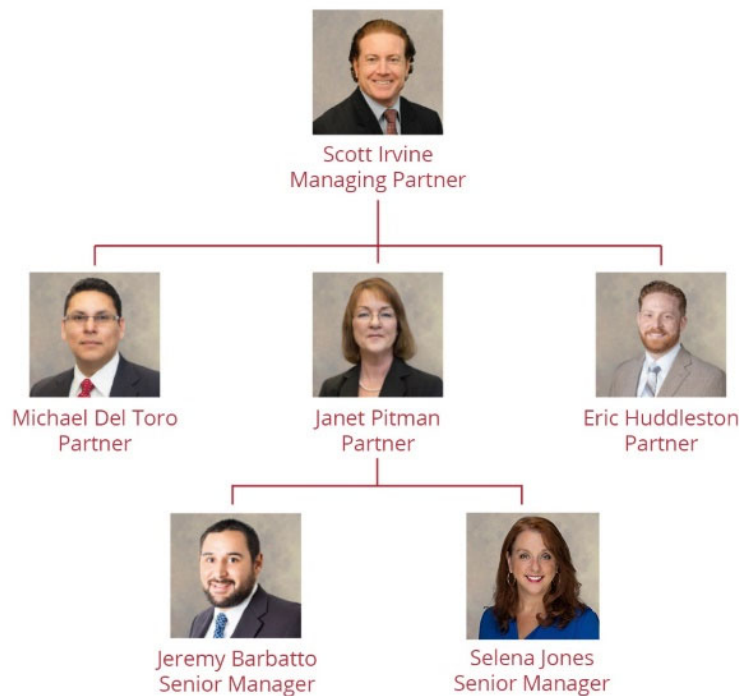


## Continuing Professional Education of Audit Team

**abip** requires all accountants that will be involved in governmental audits to complete a minimum of 80 hours of continuing education in a two year period in accounting and auditing with a minimum of 20 hours each year and with at least 24 hours of the 80 hours in governmental courses. This is done in order to comply with *Governmental Auditing Standards*. All employees have met or exceeded this requirement. Additional State Board requirements for all licensed professionals to have 120 hours every three years were also met.

## Organizational Structure

We are a regional CPA and Advisory Firm with 20 partners in Houston, San Antonio, and New Braunfels. The audit leadership team is made up of **3 Partners** (Michael Del Toro, Janet Pitman, and Eric Huddleston) and **2 Senior Managers** (Jeremy Barbatto and Selena Jones) overseen by our **Managing Partner**, Scott Irvine. The audit will be serviced by the San Antonio office.



## Firm Audit Philosophy

Our audit will be performed in accordance with the following standards:

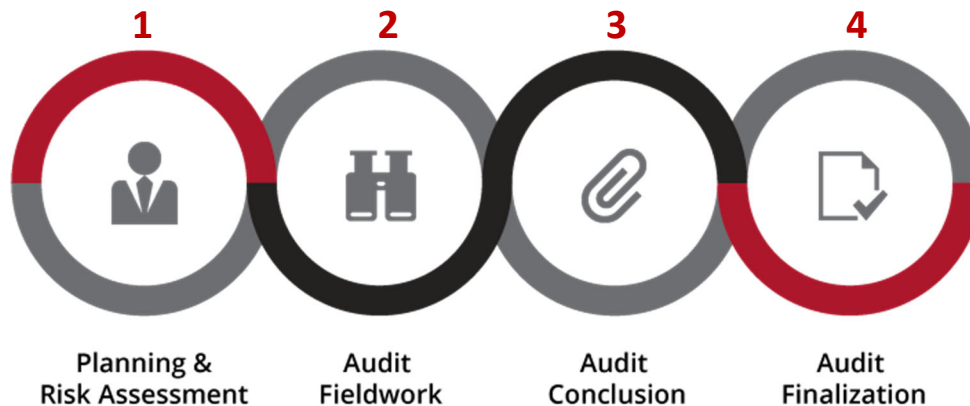
- Generally Accepted Auditing Standards adopted by the AICPA
- Financial, Compliance, and Internal Control Requirements with *Government Auditing Standards*
- Compliance with Policies and Procedures established by the City
- Applicable State and Federal Laws and Regulations

We will perform specific audit procedures on the accounts of the City in order to form an opinion on the fair presentation of the basic financial statements in conformity with generally accepted accounting principles and an “in relation to” opinion on the fair presentation of the combining and individual fund financial statements and schedules. In addition, we will perform limited procedures on the required supplementary information that is presented in the financial statements. The specific audit procedures are determined each year based on the results of our planning and risk assessment for the year.

## Specific Audit Approach and Strategy

### Overall Audit Phases

abip's audit approach is divided into four phases:



### Phase 1 – Planning & Risk Assessment

Planning and risk assessment is essential to ensure a quality audit, efficient use of professional team members, timely delivery of reports and other letters, and to reach the objectives agreed to in the engagement letter. Efficient planning minimizes disruption to your operations.

**Planning Procedures Include, But Are Not Limited To:**

- Preliminary consideration of audit risk and materiality
- The effects of computer processing
- Understanding of the City's:
  - Environment
  - Determining laws and regulations that affect the City's financial reporting and compliance that are material to the financial statements
  - Operations
  - Organizational charts
  - Annual budget
  - Internal control structure over major financial process
- Preliminary analytical review of the current year financial statements to prior year results and the current year annual budget
- Review of the City's minutes from City Council meetings and subcommittees
- Consideration of risk of material misstatement due to fraud

Planning and risk assessment activities conclude with an audit strategy focused on areas of the City based on risk and/or materiality through a specifically **tailored audit program**.

**Phase 2 – Audit Fieldwork**

Audit fieldwork is the completion of the audit approach specifically tailored for the City through the risk assessment. The approach focuses on procedures to test management's assertions over the financial statements.

**The Assertions Are:**

Assertion	Description
Existence or Occurrence	Assets and liabilities actually exist at the balance sheet date, and transactions reported in the operating statement actually occurred during the period covered.
Completeness	Transactions and accounts that should be included in the financial statements are included, and there are no undisclosed assets, liabilities, or transactions.
Accuracy	Amounts and other data relating to recorded transactions and events have been recorded accurately.
Rights and Obligations	Clear title to the assets, the liabilities are obligations of the City, and the City was actually a party to the reported transactions.
Cutoff	Transactions and events have been recorded in the correct accounting period.
Valuation or Allocation	Assets and liabilities are valued properly, and the revenues and expenses are measured properly.
Presentation and Disclosure	Assets, liabilities, revenues, and expenses are properly described and disclosed in the financial statements.

**Audit Procedures Include:**

- Inquiry of City personnel
- Analytical procedures
- Observation of processes
- Scanning general ledger activity
- Inspection of policies and procedures
- Reperformance of calculations
- Confirmation of accounts

**Phase 3 – Audit Conclusion**

The audit conclusion is the finalization of the audit approach. It consists of the following:

- Final reviews of the fieldwork procedures to ensure an effective audit in accordance with professional standards
- Final analytical review of financial reporting
- Conclude on audit completion checklists

**Phase 4 – Audit Finalization**

Audit finalization is formalizing the finale of the audit services. Finalization consists of:

- Reviewing the annual financial report draft
- Completion of the disclosure checklist
- Obtaining the representation letter from the City's management
- Finalizing the independent auditors reporting letters and the management letter
- Presentation of audit results and auditor reports to City management and City Council

**Sampling**

**abip** uses a comprehensive and systematic sampling plan that focuses directly on the assessment of audit risk and integrates statistical theory with the use of audit judgment. The sampling plan is taken from the guidance of the AICPA Audit Guide and Governmental Auditing Standards. Statistical sampling is used when the data set is in a logical order or sequence, and nonstatistical sampling is used if the data is not in sequential order.

**The Sample Size is Based on Various Factors Such As:**

- Size of the Data Set
- Audit Risk in the Sample
- Tolerable Misstatement
- Unusual Items in the Data Set
- Number of Exceptions Allowed From the Sample Test (if any)

Area of the Audit	Data set is more than 250	Data set is less than 250
<b>Account Balance Testing (Receivables, Revenue, Payables, Expenses, etc.)</b>	All material and unusual transactions. Addition samples based on the dollar value of the remaining balance in the account being tested.	All material and unusual transactions. Addition samples based on the dollar value of the remaining balance in the account being tested.
<b>Testing Coding or Classifications of Transactions</b>	25 or 60 samples depending on risk and deviations expected.	Judgment based on risk -25 samples or less.
<b>Obtain an Understanding of Control Processes and Procedures</b>	Sample size based on auditor judgment. Typically between 3 to 5 samples per process or procedure.	Sample size based on auditor judgment. Typically between 3 to 5 samples per process or procedure.

### Computer Audit Tools

**abip** uses a paperless audit tool to manage and coordinate the audit in a secure, cloud-based environment. The advantage of a paperless environment is that we do not maintain physical documents, and client information is not maintained locally on workstations. The City has 24/7 access to our online document portal to easily share files for the engagement. **abip** also utilizes electronic tools such as trial balance software to manage the reporting and analytical review of the City's financial information, sampling tools, and risk assessment management.

**abip** utilizes Microsoft Teams and a secure web based portal for prepared by client items which assist in remote capabilities. **abip** is capable of performing most of the fieldwork remotely but prepare onsite for improved efficiencies on the audit.

### Analytical Procedures

abip uses analytical procedures in the audit during the planning and risk assessment phase to obtain an understanding of financial results during the fiscal year and assess the risk of material misstatement based on knowledge obtained from the City. Analytical procedures are also used as an audit tool to quickly conclude whether an account is materially stated. Analytical procedures are typically used as follows:

Audit Area	Type of Procedure	Example
<b>Planning of the Audit</b>	Compare current year results to the prior year and the budget	Assessment of the variance for each account against expectation developed from knowledge of City
<b>Revenues &amp; Expenses</b>	Compare current year results to the prior year and the budget	Assessment of the variance for each account against expectations developed from knowledge of the City
	Reasonableness test of results based on nonfinancial factors	Revenues and expenses based on consumption data times rates appear reasonable
	Reasonable averages per transaction	Average utility charges by month appear reasonable
	Reasonableness of ratio to other account balances	Salary-related expense ratios appear reasonable compared to the prior year

### Understanding the Internal Controls

abip will obtain an understanding of the City's internal control by performing the following:

Objective for Identifying Controls	Procedure
Identify the Significant Transaction Activities and Compliance Material to the Financial Statements	Perform preliminary analytics, assess prior knowledge of the City, review prior year financial reports, review the City's annual budget, read minutes of City Council meetings and review the schedule of federal awards
Review the City's Written Policies and Procedures	Inquire of City management and staff of written policies and procedures and review minutes
Obtain an Understanding of the City's Environment, Significant Activities, and Compliance Material to the Financial Statements to Assess Controls	Make inquiries of management and others, observe entity procedures and controls, inspect documents and records, and trace sampled transactions through the system

### Compliance with Laws and Regulations

abip will obtain an understanding of the laws and regulations that will be subject to the Audit by performing the following:

Objective for Identifying Laws and Regulations	Procedure
Identify the Significant Operations and Sources of Revenue	Perform preliminary analytics, assess prior knowledge of the City, review prior year financial reports, review the City's annual budget, read minutes of City Council meetings, review the schedule of federal awards, review notices of grant awards
Identify Regulatory Requirements	Read oversight reports and communications from Federal, State, and other grantors
Reviewing Guidance Publications	<ul style="list-style-type: none"> <li>• Texas Public Funds Investment Act</li> <li>• AICPA Audit Guide, Audits of State and Local Governmental Units</li> <li>• The Single Audit Act of 1996</li> <li>• Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)</li> <li>• <i>Government Auditing Standards</i> (Yellow Book), as amended</li> <li>• Federal Cognizant Agency Audit Organization Guidelines</li> <li>• Texas Local Government Code</li> <li>• State of Texas Single Audit Circular</li> </ul>

# Resumes of Key People





## Michael Del Toro, CPA

### Partner

### Educational Background

- Certified Public Accountant - Texas
- BBA in Accounting – University of the Incarnate Word, 1997

### Career Experience

#### abip, PC

- Partner – January 2013 to Present

#### Thompson, Williams, Biediger, Kastor & Young, L.C.

- Partner – January 2009 to December 2012
- Audit Manager – January 2007 to December 2008
- Audit Supervisor – February 2005 to December 2006

#### Burnside & Rishebarger, PLLC

- Audit Supervisor – March 2004 – January 2005

#### Harte–Hanks, Inc.

- Internal Audit – June 2001 – February 2004

#### Padgett, Stratemann & Co., LLP

- Audit In-Charge – January 1999 – May 2001

#### Garza Gonzales & Associates

- Staff Auditor – October 1997 – December 1998

### Engagement Experience

Mike has over twenty-five (25) years of experience in auditing and accounting for government entities. He has been associated with the financial and compliance audits for the City of San Marcos, City of Del Rio, City of Alamo Heights, City of Live Oak, City of Universal City, City of Cibolo, City of Kyle, City of Boerne, City of Fair Oaks Ranch, VIA Metropolitan Transit, San Antonio River Authority, multiple school districts and other government entities. Mike attends seminars of the Texas Association of School Business Officials and its local chapter, the Alamo Area Association of School Business Officials. In addition, Mike is a member of the Special Review Committee for the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

### PROFESSIONAL ASSOCIATIONS

- American Institute of Certified Public Accountants
- Texas Society of Certified Public Accountants
- Government Finance Officers Association
- Alamo Area Association of School Business Officials
- Texas Association of School Business Officials



## Janet A. Pitman, CPA

**Partner**

### Educational Background

- Certified Public Accountant - Texas
- BBA in Accounting – University of Texas at San Antonio – 1991

### Career Experience

#### **abip, PC**

- Partner – January 2013 to Present

#### **Thompson, Williams, Biediger, Kastor & Young, L.C.**

- Partner – January 2009 to December 2012
- Manager – October 2003 to December 2008

#### **Bexar County Auditor's Office**

- Accounting Manager – May 2001 to September 2003

#### **Padgett, Stratemann & Co., L.L.P.**

- Manager – June 1996 to April 2001
- Audit Team Member – September 1991 to May 1996

### Engagement Experience

Janet has over thirty (30) years of experience in auditing and accounting of government entities. She has been associated with the financial and compliance audits of the City of San Marcos, City of Del Rio, City of Alamo Heights, City of Live Oak, City of Universal City, City of Cibolo, City of Kyle, City of Boerne, City of Fair Oaks Ranch, VIA Metropolitan Transit, San Antonio River Authority, multiple school districts, and other government entities. While at Bexar County, she was the project manager for the implementation of GASB 34. Janet has presented to and attends seminars of the Texas Association of School Business Officials and its local chapter, the Alamo Area Association of School Business Officials. In addition, Janet is a member of the Special Review Committee for the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

### PROFESSIONAL ASSOCIATIONS

- American Institute of Certified Public Accountants
- Texas Society of Certified Public Accountants
- San Antonio CPA Society, a Chapter of the Texas Society of CPAs
- Government Finance Officers Association
- Alamo Area Association of School Business Officials
- Texas Association of School Business Officials



## **Jeremy Barbatto, CPA**

### **Senior Audit Manager**

#### **Educational Background**

- Certified Public Accountant – Texas
- Masters in Accountancy – Texas State University, 2010
- BBA in Accounting – Texas State University, 2008

#### **Career Experience**

##### **abip, PC**

- January 2013 to Present

##### **Thompson, Williams, Biediger, Kastor & Young, L.C.**

- August 2010 to December 2012

#### **Engagement Experience**

Jeremy has over thirteen (13) years of experience in auditing and accounting of government entities. Jeremy has been assigned to the financial and compliance audits for the City of San Marcos, City of Del Rio, City of Alamo Heights, City of Live Oak, City of Universal City, City of Cibolo, City of Kyle, City of Boerne, City of Fair Oaks Ranch, multiple school districts, and other government entities. In addition, Jeremy is a member of the Special Review Committee for the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

#### **PROFESSIONAL ASSOCIATIONS**

- American Institute of Certified Public Accountants
- Texas Society of Certified Public Accountants
- San Antonio CPA Society, a Chapter of the Texas Society of CPAs
- Alamo Area Association of School Business Officials
- Government Finance Officers Association



## Selena Jones, CPA

### Senior Audit Manager

### Educational Background

- Certified Public Accountant - Texas
- Bachelor of Business Administration with specialization in accounting – Wayland University, 2010
- AICPA Not-for-Profit Certificate II

### Career Experience

#### abip, PC

- Audit Senior Manager - February 2024 to Present

#### Braination, Inc.

- Chief Financial Officer – February 2023 to February 2024

#### Shriver, Carmona & Company, PLLC

- Audit Senior Manager – February 2022 to February 2023

#### Armstrong, Vaughan & Associates, PC

- Audit Manager – August 2018 to February 2022
- Senior Auditor – August 2017 to July 2018

#### St. Michael's Catholic College

- Finance Manager – September 2014 to June 2016

#### Mencap

- Interim Assistant Finance Manager – March 2014 to August 2014

#### Look Ahead Housing and Care

- Financial Accountant – November 2012 to March 2013

#### Armstrong, Vaughan & Associates, PC

- Audit Staff – April 2007 to January 2012

### Engagement Experience

Selena has over twenty five (25) years of accounting experience and over fifteen (15) years of experience in auditing and accounting for governmental and nonprofit entities. She has been associated with financial and/or compliance audits of the City of San Antonio, City of Alamo Heights, City of Lockhart, Bexar Appraisal District, Habitat for Humanity of San Antonio, the Tobin Center for Performing Arts, Merced Housing Texas and various other entities.

### PROFESSIONAL ASSOCIATIONS

- American Institute of Certified Public Accountants

### VOLUNTEER

- San Antonio Christian Dental Clinic – Board Treasurer – January 2023 to present

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

**Meeting Date: July 17, 2024**

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on an ordinance calling the General Election to elect two (2) Council Members and a Mayor on the General Election date of November 5, 2024

**Description:**

This ordinance is similar to what is approved each year and has been reviewed and approved by the City's Legal Counsel.

**Action Requested:**

To approve ordinance 2024-07-17-17 calling the General Election to elect two (2) Council Members and a Mayor on the General Election date of November 5, 2024

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- Draft Ordinance 2024-07-17-17 Calling the General Election.

CITY OF ROLLINGWOOD, TEXAS

ORDINANCE NO. 2024-07-17-17

ORDER CALLING FOR A GENERAL ELECTION OF CITY OFFICERS TO BE HELD ON TUESDAY, NOVEMBER 5, 2024, IN THE CITY OF ROLLINGWOOD, TEXAS, TO ELECT TWO (2) COUNCIL MEMBERS TO THE CITY COUNCIL AND ONE MAYOR TO SERVE TWO YEAR TERMS; PROVIDING FOR EARLY VOTING LOCATIONS; AND REQUIRING COMPLIANCE WITH APPLICABLE STATE LAW

WHEREAS, Texas Election Code Ann., Section 3.004 (a) directs that the governing body of the City of Rollingwood shall order the general election for City Officers; and

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

SECTION 1: That there shall be an election held in the City of Rollingwood on Tuesday, November 5, 2024, for the purpose of electing two (2) council members to the City Council and a mayor of the City of Rollingwood, Texas to serve two-year terms.

SECTION 2: That both early voting and Election Day voting by personal appearance will be conducted as designated by the Travis County Elections Division and approved by the Travis County Commissioners Court.

SECTION 3: That early voting by personal appearance will be conducted at the main early voting location, Austin Permitting and Development Center, 6310 Wilhelmina Delco Dr., Austin, Texas 78752, or any Travis County early voting site. Early voting hours are as follows:

Monday, October 21, 2024	7:00 a.m. – 7:00 p.m.
Tuesday, October 22, 2024	7:00 a.m. – 7:00 p.m.
Wednesday, October 23, 2024	7:00 a.m. – 7:00 p.m.
Thursday, October 24, 2024	7:00 a.m. – 7:00 p.m.
Friday, October 25, 2024	7:00 a.m. – 7:00 p.m.
Saturday, October 26, 2024	7:00 a.m. – 7:00 p.m.
Sunday, October 27, 2024	12:00 p.m. – 6:00 p.m.
Monday, October 28, 2024	7:00 a.m. – 7:00 p.m.
Tuesday, October 29, 2024	7:00 a.m. – 7:00 p.m.
Wednesday, October 30, 2024	7:00 a.m. – 7:00 p.m.
Thursday, October 31, 2024	7:00 a.m. – 10:00 p.m.
Friday, November 1, 2024	7:00 a.m. – 10:00 p.m.

Early voting sites shall be designated by the Travis County Election Administrator and made available at their website: <https://elections.traviscountytexas.gov/>

SECTION 4: That applications for ballots by mail shall be mailed to Travis County Clerk- Elections Division, PO Box 149325, Austin, TX 78714-9325, or emailed to [ebbm@traviscountytexas.gov](mailto:ebbm@traviscountytexas.gov) with

48 mailed application received within four business days of electronic submission. Additional  
49 information can be found at [https://elections.traviscountytexas.gov/voter-information/ballot-by-](https://elections.traviscountytexas.gov/voter-information/ballot-by-mail/#AbsenteeBallotSearch)  
50 [mail/#AbsenteeBallotSearch](https://elections.traviscountytexas.gov/voter-information/ballot-by-mail/#AbsenteeBallotSearch). Applications for ballots by mail must be received by Friday, October 25,  
51 2024 at 5:00 p.m.

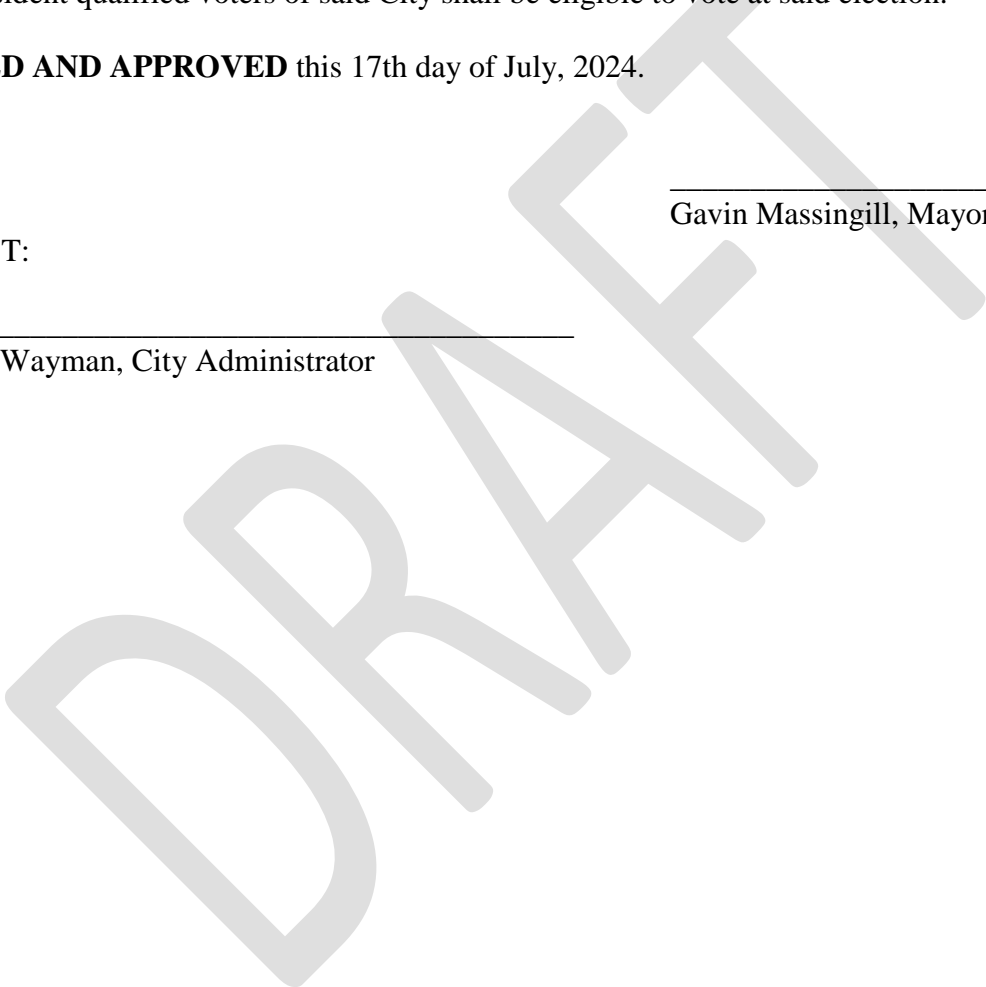
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53 **SECTION 5:** That Notice of the elections ordered herein, be given in the manner prescribed by Texas  
54 Election Code Ann., Title 1, Chapter 4, Sections 4.003, 4.004, 4.007 and 4.008, and a record of notice  
55 of the election be retained as provided in Texas Election Code Section 4.005.

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57 **SECTION 6:** That said elections shall be held in accordance with the Election Code of this state and  
58 only resident qualified voters of said City shall be eligible to vote at said election.

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60 **PASSED AND APPROVED** this 17th day of July, 2024.

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Gavin Massingill, Mayor

ATTEST:  
\_\_\_\_\_  
Ashley Wayman, City Administrator



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**ORDINANCE NO. 2024-07-17-18**

**AN ORDINANCE OF THE CITY OF ROLLINGWOOD, TEXAS,  
AMENDING PART I, CHAPTER 18, ARTICLE III, SECTION 18-56  
OUTDOOR PICKLEBALL PLAY**

**WHEREAS**, Chapter 217 of the Texas Local Government Code authorizes the City of Rollingwood (“City”) to define and declare what constitutes a nuisance, to authorize and direct the summary abatement of a nuisance in any manner the City considers expedient and to punish by fine any person responsible for a nuisance; and

**WHEREAS**, the City Council previously found and determined that pickleball constitutes a significant change in the acoustic environment of the area surrounding a pickleball court and that the impulsive sound produced by the impact of a hard plastic pickleball on the paddle can cause significant noise impact for those living near the courts; and

**WHEREAS**, the City Council previously found and determined that persistent impulsive sounds create annoyance as they are like general sounds that contain important information about our environment such as footsteps, a door opening, a tap at the window, or speech to which indicate a possible necessary response; and

**WHEREAS**, the City Council previously found and determined that the continuous false alarms created by the popping sound created by pickleball paddle impacts make it difficult to relax, concentrate, or sleep soundly without disturbance as each time a pop is heard it draws the attention, creating distraction;

**WHEREAS**, the City Council previously found and determined that the noise created by pickleball play creates a nuisance which necessitates the following regulations which are in the best interest of the general welfare of the City of Rollingwood by furthering the public health; and

**WHEREAS**, the City Council desires to amend the stated decibel limit for pickleball play and disallow more than one pickleball game to be played at a time on a single lot.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROLLINGWOOD, TEXAS:**

**SECTION 1.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**SECTION 2.** Code Amendments.

The Rollingwood Code of Ordinances is amended to add Section 18-56 as follows:



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Section 18.56 Outdoor Pickleball Play

(a) Definitions:

(1) "Pickleball" means an outdoor game that is played on a level court with short- handled paddles and a perforated plastic ball volleyed over a low net by two single players or two pairs of players.

(2) "Play" means the active engagement of on-court pickleball games or practice, specifically the hitting of a pickleball with a paddle.

(b) Hours of Play.

(1) No Play shall occur between the hours of 8:00 pm and 8:30 am.

(2) No Play shall occur for more than two (2) hours per day on lots smaller than three (3) acres.

(c) Noise. In addition to the prohibition on Noise as otherwise provided for in this Chapter any noise level exceeding ~~47~~ fifty-one (51) decibels, as measured by a decibel reader at the property line of the lot on which the pickleball court is located, or any location within 250 feet of such court, is prohibited. Averaging techniques such as equivalent-continuous and maximum fast exponential time weighted sound pressure levels (LAeq and LAmx) are not permitted for the noise measurement. Measurement procedures based on the adjusted sound exposure level according to ANSI S12.9 (Quantities And Procedures For Description And Measurement Of Environmental Sound), Part 4 (Noise Assessment and Prediction of Long-Term Community Response) shall be used to measure noise levels.

(d) No more than one pickleball game may be played at the same time with no more than one pickleball in play at any time.

**SECTION 4.** Cumulative and Repealer Clause. This ordinance shall be cumulative of all other ordinances of the City and shall not operate to repeal or affect any other ordinances of the City except insofar as any less restrictive regulations might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed to the extent of such conflict.

**SECTION 5.** Severability Clause. The sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional or invalid, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses,

93 sentences, paragraphs or sections of this Ordinance, since the same would have been  
94 enacted by the City Council without the incorporation in this Ordinance of any such  
95 unconstitutional or invalid phrase, clause, sentence, paragraph or section.

96  
97 **SECTION 6.** Penalty. The Code’s general penalties and specific penalty for nuisances  
98 shall be applicable to any violation of this Ordinance.  
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100 **SECTION 7.** Effective Date. That this Ordinance will become effective on its adoption  
101 and passage by the City Council.

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103 PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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107 CITY OF ROLLINGWOOD,  
108 TEXAS

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110 by:  
111 \_\_\_\_\_  
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113 Gavin Massingill, Mayor

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118 ATTEST:  
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121 \_\_\_\_\_  
122 Ashley Wayman, City Administrator

**Ashley Wayman**

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**From:** Glen Harris [REDACTED]  
**Sent:** Sunday, July 14, 2024 4:49 PM  
**To:** Desiree Adair; Ashley Wayman  
**Cc:** Kevin Glasheen; Brook Brown  
**Subject:** comments on amendment to pickleball ordinance  
**Attachments:** Bob.Unetich.pickleball\_noise\_expert.recommendations.pdf

During the June 12 City Council meeting, Councilman Glasheen raised some concerns over the current pickleball ordinance and indicated it may be necessary to tweak the noise level to avoid having the practical effect of banning pickleball.

I understand those concerns, as well as the issues Mayor Massingill and others have raised about enforceability of the noise level in the current ordinance.

While I'm convinced that RWPD's noise study has established a generously high background noise level of 48 dB, I sense that there is no appetite to hire a professional acoustic firm to make an assessment.

Being resigned to that, I support Councilman Glasheen's proposed amendments to our current pickleball ordinance (agenda item #18 for the 17 July City Council meeting):

1. Raising the dB limit from its current 47dB to 51dB: That follows expert Bob Unetich's advice of establishing noise limits of 3 dB above background sound, and is generously above Unetich's other advice to limit pickleball sound to 50 dB or less. This 4 dB adjustment equates to allowing pickleball to be 32% louder than the current ordinance, and is entirely enforceable by RWPD as it is well above background noise levels.
2. Taking the practical measure of limiting residential properties to one single simultaneous pickleball game: this addresses the fundamental issue of running a 60+ member private athletic club from a residential property.
3. Maintaining the current restrictions on start/stop times and total number of hours of play — specifically no earlier than 8:30am (to be consistent with park-zoned property regulations on organized sports) and a maximum of 2 hours of play per day — again addressing the core issue of a private athletic club on residential-zoned property.

Attached is an article that is both informative on the topic and contains pickleball noise expert Bob Unetich's exact dB recommendations. Key statements in this article:

- When Unetich has discussions with USA Pickleball or clients, he gives a primary piece of advice: Do whatever you can to ensure that the average sound emanating from the court to the nearest homes is 50 dBA or less.
- Based on his studies and experience, residents of suburban areas generally don't complain about that noise level, which is a few decibels above typical suburban background noise. In noisier city environments, Unetich has proposed a maximum noise limit of 3 dBA above the background sound.

Glen Harris

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# One man's quest to make pickleball quiet

America's fastest-growing sport has a noise problem. Can the solution be found in a makeshift lab outside Pittsburgh?

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**Mark Dent**

Published: July 21, 2023

Updated: February 09, 2024

The new sound of summer in America is *pwock* — the collision of a plastic ball and fiberglass-covered paddle repeated hundreds of times an hour at city parks, country clubs, and retirement communities.



For pickleball players, *pwock* is glorious. It's the sound of a solid hit, an auditory cue that means you're having fun, competing, and maybe even getting revenge on that pompous high school P.E. teacher who once tormented your class with his crafty pickleball skills (although that last part might just be me).

Once a niche sport for retirees (and oddball P.E. teachers), pickleball has exploded over the last decade. Last year, 8.9m Americans played pickleball regularly, while another ~27m played at least once, making the sport [nearly as popular as running](#).

But many people living near the pickleball courts, however, have a knock with the *pwock*.

North Berkeley, California, apartment dwellers **have moved out** over the game's unrelenting noise.

A suburban Kansas City couple **filed a lawsuit** against an adjacent country club, alleging that the "repetitive nuisance" of pickleball woke them up at 6am.

In New Jersey, a blogger **described** a community's decision to close noisy pickleball courts as a declaration of war.

"It's touched a nerve, literally, around America," said Robert Ducharme, a New Hampshire attorney who has advised homeowner associations and condo groups on pickleball. "It's becoming more and more of an issue."

In this maelstrom of neighborhood squabbles, lawsuits, and **court closures**, objective data and advice have been hard to come by. Hardly anyone has considered how to make the game quieter.

Enter **Bob Unetich**, a retired engineer and Carnegie Mellon University professor and founder of **Pickleball Sound Mitigation LLC**. He's become a go-to source for information (and diplomacy) in the pickleball wars, studying everything from paddles to the placement of courts.

If America starts hearing fainter *pwock* sounds, it might just be because the sport started listening to Unetich.

## **Louder than tennis**

Unetich, 77, got into pickleball in 2013 after buying a retirement condo with his wife in Bonita Bay, Florida. They believed they'd be spending their

retirement on the water, but every time Unetich went to the marina, neighbors asked if he wanted to play pickleball.

He quickly became an avid player, a certified referee for national events, and somebody obsessed with the details of the *pwock* sound.



*Bob Unetich at a pickleball match. (Courtesy of Unetich)*

Pickleball, it turns out, is an unusually loud sport.

When the hard surface of the pickleball racket connects with the hard surface of the ball, sound waves vibrate rapidly, registering a decibel level of ~70 dBA at 100 feet from the court. (Tennis is closer to 40 dBA.)

Although a solid hit reaches 70 dBA, the average noise level throughout a typical pickleball match (which features lighter hits and moments of silence between hits) is ~59 dBA, according to a research paper co-authored by Unetich. That number increases when multiple courts are packed next to each other, as is often the case.

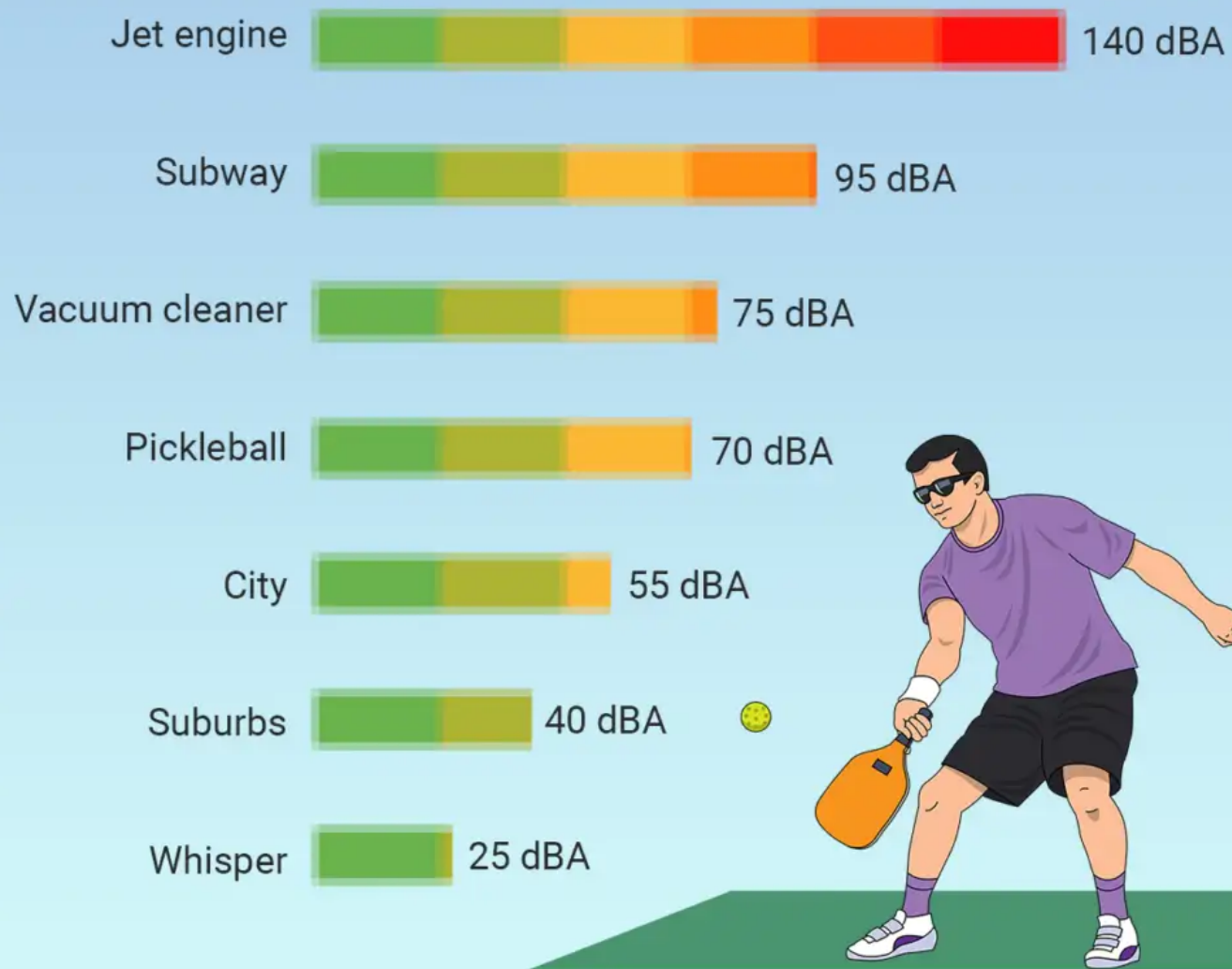
Pickleball hits also have a high pitch, with a frequency of ~1.2k Hz, which is roughly the same frequency as the beeping noise from a garbage truck backing up.

“The most annoying of all frequencies,” Unetich said. “It catches your attention.”



# How loud is pickleball?

The approximate decibel levels of various sounds



DATA: Bob Unetich and Yale University / NOTE: Pickleball measured at 100 ft. away, Jet engine measured at 100 ft. away, Subway measured at 200 ft. away



The sound of pickleball grew incessant at Bonita Bay as the number of regular players increased from a handful to more than 300. An acoustics firm installed heavy vinyl over a chain-link fence surrounding the courts, but that merely reflected the sounds.

So Unetich helped research a solution of adding an absorbent fiberglass

material. Other Florida communities followed the Bonita Bay model, and pickleballers started calling him for advice.

Sensing the demand, he founded Pickleball Sound Mitigation LLC in 2021, bringing in retired acoustical engineers Barry Wyerman and Dale Van Scoyk.

The company has since consulted for more than 100 clients, usually local municipalities, homeowner associations, or neighborhood groups protesting noise, charging \$1k-\$2k for sound reports on existing or proposed pickleball courts.

On [Unetich's Facebook group](#), more than 1k members — from pickleball equipment manufacturers to irate residents [describing](#) pickleball as “making our lives hell” — discuss noise issues, pickleball lawsuits, and potential solutions.

Last month, at a conference hosted by the Institute of Noise Control Engineering, Unetich and Wyerman released three papers on pickleball that introduced potential noise standards for the sport.

There are several acoustic firms that prepare sound reports for pickleball courts in the US, but Lance Willis, whose firm Spendiarian & Willis has consulted on pickleball since 2010, said Unetich's company is the only one he knows that's focused solely on pickleball.



*Pickleball courts in The Villages, Florida. (Wikimedia Commons)*

According to Van Scoyk, Unetich is uniquely situated to raise awareness, given the research he's doing and his connections to the sport's governing body, USA Pickleball.

During pickleball's growth spurt, USA Pickleball has done little to address noise concerns. Lately, however, the group has engaged with Unetich, seeking his expertise and asking him to speak to the sport's official "ambassadors" about ideal noise limits and how courts can adhere to them.

"In the last year or so," said Van Scoyk, an ambassador based in Wisconsin, "[Unetich] has kicked it up another notch in terms of following

the science, the sound science, and using that to help expand the sport.”

## The Goldilocks sound level

When Unetich has discussions with USA Pickleball or clients, he gives a primary piece of advice: Do whatever you can to ensure that the average sound emanating from the court to the nearest homes is 50 dBA or less.

Based on his studies and experience, residents of suburban areas generally don't complain about that noise level, which is a few decibels above typical suburban background noise. In noisier city environments, Unetich has proposed a maximum noise limit of 3 dBA above the background sound.

Getting down to 50 dBA can be easy with planning. Data from one of Unetich's papers estimates that even in a wide-open space the sound of pickleball will likely be tolerable to people living at a distance of 977 feet or farther from a court, and anecdotally he's rarely heard complaints from people living more than ~500 feet away.

Out of ~10k courts in the US, Unetich estimates that several hundred are close enough to residential areas to cause noise issues. The problem could become larger if cities and communities that want pickleball continue to convert old tennis courts near homes to save money and space.

“Towns are often doing this without any regard to sound because they haven't thought about it,” Unetich said.

Sound barriers like the one in Bonita Bay can knock off ~10-15 dBA, but they can cost ~\$50k or more, meaning it's often cheaper in the long run to

construct a pickleball court from scratch rather than use an old tennis court if it's near any homes.

But keeping future courts at a distance has become tougher as the sport expands out of country clubs and retirement communities into municipal parks and residential streets, where Wyerman has seen people setting up

makeshift courts in driveways and cul-de-sacs.

Sound barriers in these situations are either impractical or cost prohibitive. For pickleball to be a welcome — or at least tolerable — addition to a neighborhood, the equipment will have to be quieter, too.

## **The push for new standards**

On a late May afternoon, Unetich is winding down at his “lab,” i.e., two cluttered storage rooms in a retrofitted office building in the South Hills outside Pittsburgh. In the lab’s echoless sound chamber, he tests pickleball equipment, dropping balls into a tube and down to a paddle ~12 feet below and measuring the sound levels.

*Unetich's sound chamber. (Courtesy of Bob Unetich)*

For a game that has become a phenomenon in part because of its

simplicity, there is an astonishing variety of pickleball paddles and balls on the market. USA Pickleball has approved more than 1.9k paddles and 114 balls, according to [its own data](#).

The approval process is contingent on characteristics like weight for balls and surface roughness and size for paddles. The words “sound,” “decibels,” and “noise” don’t even appear in USA Pickleball’s [equipment standards manual](#).

But Unetich has studied the noise levels for dozens of paddles and balls.

He found that using softer plastic balls can drop 1-3 dBA from the average sound of a pickleball match, and thinks that one day someone may invent a quieter ball that approximates the same bounce as plastic (foam balls, [which are available](#), drastically change the feel of the game).

He also found that thicker paddles with softer faces can be up to 7 dBA quieter than typical models, and put together a [list](#) recommending more than a dozen paddles with frequencies lower than 1k Hz.



*Pickleball paddles with a surface made from graphite, a common material in addition to fiberglass. (Wikimedia Commons)*

High-level players tend to prefer the softer-faced, thicker paddles, which are better for spin, according to Unetich. But average pickleballers tend to buy the cheap models that also happen to be the loudest. On top of that, he said, paddle manufacturers focus most on power and control, neither of which brings sound levels down.

To incentivize the production of quieter equipment, Unetich has held discussions with USA Pickleball about paddles and is hopeful the organization will approve a family of paddles for recreational players

featuring standards for noise levels and pitch. (USA Pickleball did not respond to an interview request.)

Unetich recognizes that noise is unlikely to put too much of a damper on pickleball's US growth. But what will happen if the sport's popularity continues to grow around the world? He's already had one client in Amsterdam, and got to thinking about all the density and open windows in summertime in European and Asian cities.

"You put pickleball there," he said, "it's going to be a problem."



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## Rollingwood Pickleball Ordinance Response to Proposed Amendment & Support Materials

- The City's own sound measurements showed the ambient noise at Mr. Harris' property line to be 48 decibels, which clearly illustrates the problems with the current 47 decibel level.
- The proposed new level of 51 decibels seems to have been developed by Mr. Harris in reliance on an article about Bob Unetich, a pickleball sound expert. However, Mr. Harris mis-characterizes several important aspects of this article:
  - 1) First, the 50 db level that Mr. Unetich says is "ideal" is for the **average** (pg 9) sound level – not peak sound level like our current ordinance provides. Our ordinance currently prohibits any averaging. Mr. Unetich says the average pb sound level is 59 Db whereas the occasional peak sound level is 70 Db. Given our current ordinance language, this makes this 50 Db reference irrelevant for all practical purposes.
  - 2) Second, this 50 db level that Mr. Unetich says is "ideal" is for large, public facilities in the middle of a town or subdivision. What the expert is really saying is that communities should locate public pb facilities 977 ft. away from homes; because at that distance the sound is only 50db and barely audible at all. Such a low db level may be appropriate for a large public facility with perhaps dozens of courts operating sunup to sundown, but not for our situation. We will have one court operating under very stringent hour limitations. This is apples and oranges.
  - 3) Third, Mr. Harris claims that the expert says that the sound limit should be no more than 3 db above background noise. That's not what he really said. What Bob Unetich actually says is that in noisier city environments, he proposes a limit a 3 db above background. His sound chart shows City ambient noise at 55 db, which means Bob Unetich proposes a 58 db **average** limit for Urban environments. Again, this is a mis-characterization of what the expert is actually saying.
- Instead, I would propose the following:
  - Rely exclusively on the use limitations to accomplish all your objectives and drop the pb specific sound limitations entirely. By limiting play to one court, between the hours of 8 am to 8 pm, for a max of 2 hours per day, nearly all of the problems previously experienced would go away. AND, you would have an ordinance that's amazingly easy to interpret and enforce without expensive equipment or difficult interpretation of instruments.

Jay Howard  
907 Ridgewood Rd.

## **CRCRC RECOMMENDATION ON RESIDENTIAL BUILDING HEIGHTS AND HEIGHT MEASUREMENT**

### **RESIDENTIAL BUILDING HEIGHT: CRCRC RECOMMENDATION**

Sec. 107-71. - *Maximum permissible height - Unchanged - No portion of any building or structure (except a chimney, attic vent, lightning rod, or any equipment required by the city building code) may exceed 35 feet in height. Except as may be required by applicable codes, no chimney, attic vent, lightning rod or required equipment may extend more than three feet above the highest point of the following: the coping of a flat roof, the deck line of a mansard roof, or the gable of a pitched or hipped roof.*

### **RESIDENTIAL BUILDING HEIGHT MEASUREMENT: CRCRC RECOMMENDATION**

Sec. 107-3. - Definitions

*Building height, residential, means the vertical distance from the original native ground surface or finished grade, whichever is lower, to the highest point directly above.*

*Original native ground surface is the existing grade on the lot prior to development of the residential building as may be shown on approved building plans or survey of the property.*

### **TENTING: CRCRC RECOMMENDATION**

Adopt a set of tenting rules that restricts exterior wall heights incrementally by distance from the lot line

*The maximum allowable building height along the building setbacks, when starting from the 10ft. setback is 25ft. as measured from existing or finished grade, whichever is lower, adding one foot of height to every additional foot of setback, up to 35ft., such that the maximum height of 35ft. is at least 20ft. horizontal from the nearest property line.*

### **FOUNDATION EXPOSURE: CRCRC RECOMMENDATION**

*Foundation exposure within public view from the right-of-way cannot exceed 6'*

*Foundation exposure within public view must be screened such that viewable portion does not exceed 2.5 feet (30")*

### **SPECIAL EXCEPTIONS**

#### **CRCRC RECOMMENDATION**

*Should the slope of a lot be so severe that the requirements proposed above have extreme adverse impact on the lot, an owner may seek relief from these requirements by special exception granted by the Board of Adjustment. Although not required, letters of agreement from adjoining neighbors will be given due consideration.*

## **CRCRC RECOMMENDATION ON RESIDENTIAL BUILDING HEIGHTS AND HEIGHT MEASUREMENT**

Building height has been at the center of CRCRC discussion from the beginning and is arguably the one thing most responsible for bringing the CRCRC into existence. While the current building height ordinance has worked well for more than 20 years, recent “outlier” builds that took excessive advantage of its slope forgiveness feature have caught the public’s attention and concern. The CRCRC survey conducted in late 2023 confirmed this concern. Survey responses guided a CRCRC subcommittee consisting of two professional architects and one non-architect who searched for analogue cities whose high property values and sloping topography matched Rollingwood’s. The subcommittee combined findings from those city’s building codes with its own ideas, observations and outside discussions to arrive at a building height and height measurement approach that will mitigate future outliers without creating disruption to the current surge in residential building. The CRCRC believes that recommendations that follow meet that objective.

### **MAXIMUM RESIDENTIAL BUILDING HEIGHT**

*Analysis of 274 Respondents to 2023 CRCRC Survey:*

Q3: Is Rollingwood’s maximum residential building height of 35 feet:

Too high:	71	26%
Not high enough:	21	8%
About right:	175	64%
Blank:	7	2%
Comments:	109	40%

Maximum height: Austin - 32ft      Westlake Hills - 30ft      Lakeway - 32ft

### **CRCRC RECOMMENDATION:**

*Sec. 107-71. - Maximum permissible height - Unchanged - No portion of any building or structure (except a chimney, attic vent, lightning rod, or any equipment required by the city building code) may exceed 35 feet in height. Except as may be required by applicable codes, no chimney, attic vent, lightning rod or required equipment may extend more than three feet above the highest point of the following: the coping of a flat roof, the deck line of a mansard roof, or the gable of a pitched or hipped roof.*

### **RATIONALE**

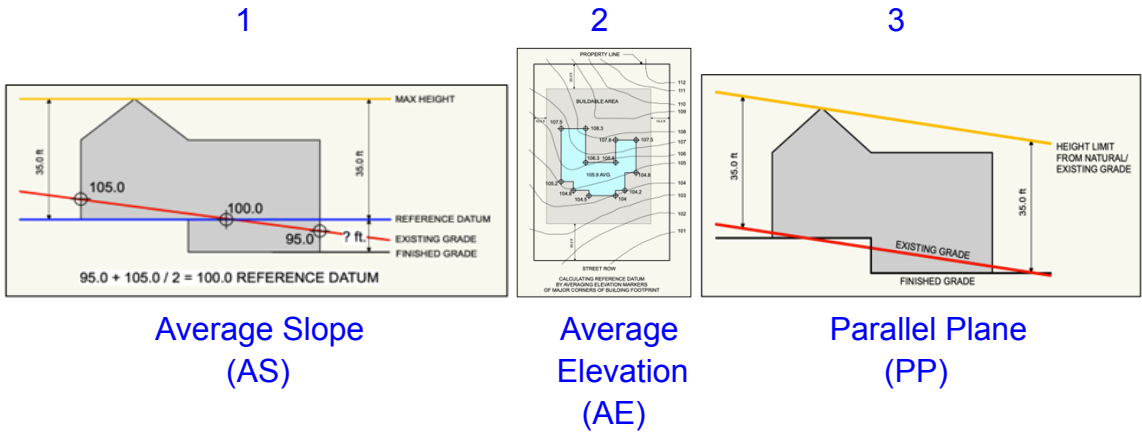
The polling numbers show strong support for “About right” and to a lesser degree “Too high”. Comments on this question are varied, but primarily focus on the challenges of sloped lots; how new homes should fit into the existing neighborhood; and concerns that the current system is being “gamed”.



# RESIDENTIAL BUILDING HEIGHT MEASUREMENT

Q4: Should we look at alternate ways to measure building height?

Yes:	171	65%
No:	89	32%
Blank:	14	5%



If so, which of the ways listed above would you prefer?

Scenario 1: Average Slope (AS)	25	9%	15% of yes
Scenario 2: Average Elevation (AE)	24	9%	14% of yes
Scenario 3: Parallel Plane (PP)	78	28%	46% of yes
Comments:	170	62%	

Height measurement: Austin - AS      Westlake Hills - PP      Lakeway - varied

**Discussion:** This question pair could have been designed better. While it does a pretty good job determining if alternate measurement methods should be considered (65% yes), the scenario selection and comments shouldn't have been combined into a single field. So, the responses include various combinations of scenario selection and comments that support it or some other view. Most of the responses are "1", "2", or "3". Some are "1 or 2". Many comments do not include a scenario preference but do make a statement. Statements range from, "I'm not sure, I'd have to see what 35 feet high looks like," to, "the problem is not the height, but the scamming that goes on in measuring the height," to, "35ft is so close to perfect, it's not worth changing". For reasons discussed below, the popular scenario, *parallel plane*, was likely preferred because its description featured this statement: "This method does not provide height forgiveness".

There are also likely several reasons why there are fewer scenario selections than "yes" responses. One is because the question features complex geometries whose features and differences might have been confusing to the respondent. Another is that the

respondent didn't feel qualified to choose and so thought that the decision was better left to those who'd really studied the issue. Finally, the scenarios as posted were not labeled "1, 2, 3", or "A, B, C", instead, the respondent was left to recognize that the order in which they were presented established how the question needed to be answered: first, second, or third. Again, an issue of flawed question design.

### **CRCRC RECOMMENDATION:**

#### *Sec. 107-3. - Definitions*

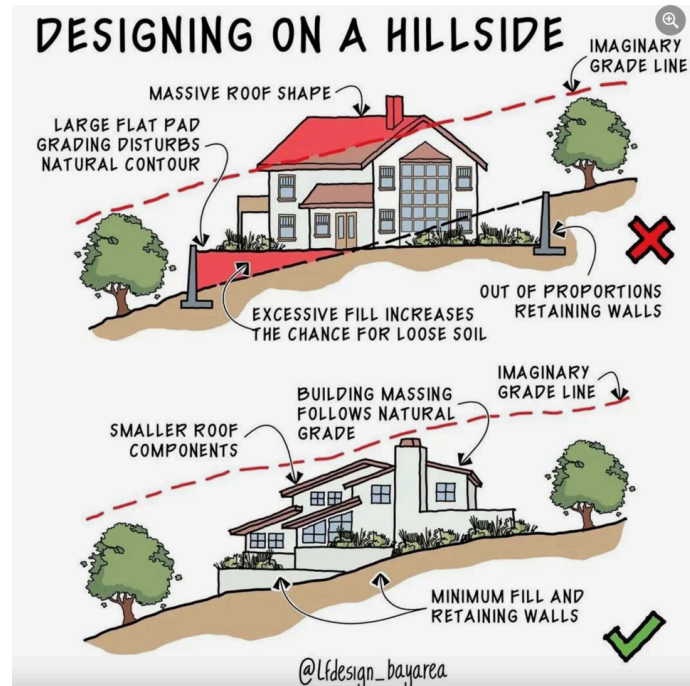
*Building height, residential, means the vertical distance from the original native ground surface or finished grade, whichever is lower, to the highest point directly above.*

*Original native ground surface is the existing grade on the lot prior to development of the residential building as may be shown on approved building plans or survey of the property.*

**RATIONALE:** The combined "About right" (175) and "Too high" (71) responses to the 35 foot maximum building height question above suggests a strong Rollingwood preference for no more than 35 feet (90% of responses altogether). Both the datum calculated by *average slope (AS)* and the datum calculated by *average elevation (AE)* approaches allow for recovery of some maximum height loss to even the slightest grade change. This means that the maximum allowable is not really 35', but rather 35' plus half of the elevation difference within a buildable area + or -. For example: if across the buildable area there is 6 feet of relief (a fairly common relatively flat lot in Rollingwood), a maximum allowable building height on the lower side of the buildable area would likely be 38':  $(35' + (\frac{1}{2} * 6')) = 38'$ . The current method would have allowed recovery of the full 6' of relief, so the averaging method does provide some improvement over the current one. However, given the strong preference for a 35' maximum, and the many CRCRC survey comments that discuss height "gaming" and "better enforcement", the CRCRC recommends adoption of a method that does not calculate from a datum average, but rather uses the existing native grade survey to establish the maximum allowable building elevation.

It works like this: consider a survey of a lot's buildable area that is complete with contours. Now add 35' to each of those contours to create a parallel contour surface or plane that is directly above the existing survey. The space between those two surfaces represents the maximum height allowable at any point within the buildable area. No part of the planned building may penetrate the 35' surface, and therefore no part of the building may exceed 35' in height. The big difference in methods is that the existing grade calculation moves up and down with the topography. Conversely, both datum averaging methods create a buildable-area-wide maximum that is represented by a perfectly horizontal line or plane that is not sensitive to the topography.

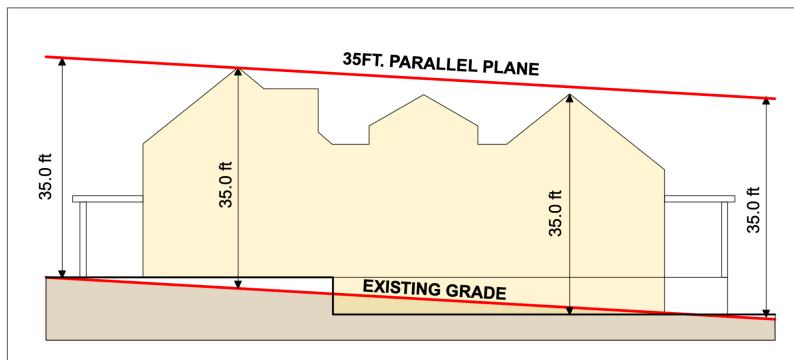
In a nutshell: Datum averaging = changing the topography to conform to the building design;  
Native grade = designing the building to conform to the topography



## EXECUTION

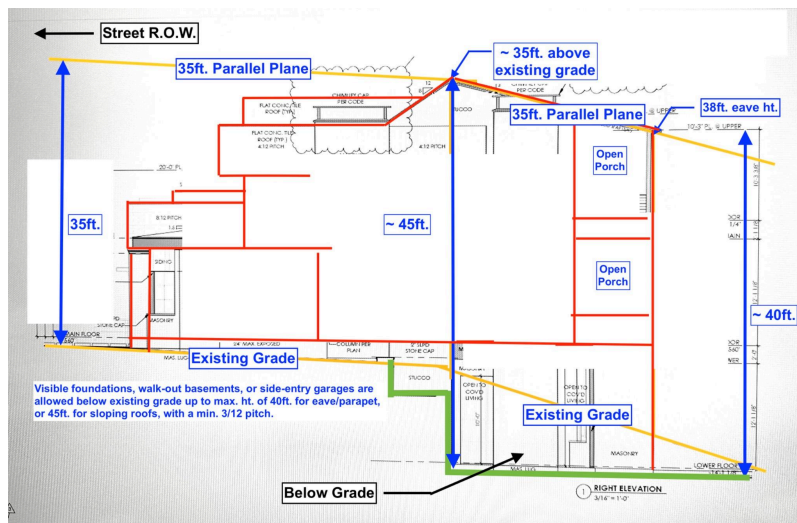
### Figuring Maximum Allowable Height:

1. Start with an existing grade survey complete with contours within the buildable area limits.
2. Reconcile the existing survey across the footprint of a knocked-down house by straight-line interpolation between like-elevation contours that are adjacent to the heritage footprint. Other minor topographic variations, including pools and ponds, should be handled the same way with the intent to approximate the original native grade without penalty due to previous construction.
3. Create a plane directly vertical to the existing survey by adding 35 feet to the reconciled existing survey contours. This is the Parallel Plane.
4. The building elevation measured vertically from the finished grade to the highest point of roofing surface or parapet may not penetrate the Parallel Plane.
5. Building areas fully concealed beneath the finished grade are not included in height calculations.



- 6. There is no limit to the amount of building that may be added below existing grade by way of excavation.

**Recent build on highly sloped lot conforms to parallel plane proposal:**



**MAXIMUM HEIGHT ALONG BUILDING SETBACKS**

Q10: Should we develop a set of “tenting” rules for Rollingwood that restrict building height along a setback?

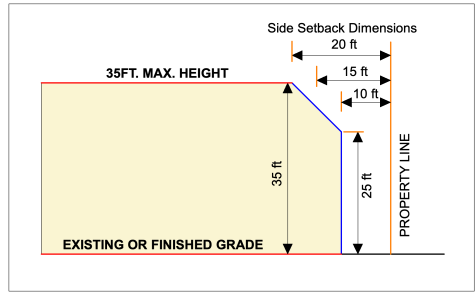
Yes:	143	52%
No:	112	41%
Blank:	19	7%
Comments:	68	25%

**DISCUSSION:** The comments around this question were evenly split - about half saying “Yes, please,” and the other half saying, “they do this in Austin and it’s awful”.

**CRRC RECOMMENDATION:**

Adopt a set of tenting rules that restricts exterior wall heights incrementally by distance from the lot line

*The maximum allowable building height along the building setbacks, when starting from the 10ft. setback is 25ft. as measured from existing or finished grade, whichever is lower, adding one foot of height to every additional foot of setback, up to 35ft., such that the maximum height of 35ft. is at least 20ft. horizontal from the nearest property line.*



**RATIONALE:** The survey asked several questions about different ways to reign in “bulk”, that is, how a house sits relative to the size of the lot. These Included questions about Floor Area Ratio (132 yes; 125 no), flat roofs vs pitched roofs (100 yes; 165 no), tenting (143 yes; 112 no), and the number of allowable stories limitation (104 yes; 166 no). All can have some positive effect on a building’s “bulk”, but it’s “tenting” that has the most measurable impact and the most public support. The CRCRC looked hard at the Austin tenting guidelines and agree that they are overly ambitious and even onerous. The CRCRC recommends tenting, but tenting kept as simple as possible.

**FOUNDATION EXPOSURE**

Not explicitly solicited by any 1 survey question but concern expressed in at least 27 comments

**CRCRC RECOMMENDATION:**

*Foundation exposure within public view from the right-of-way cannot exceed 6'*

*Foundation exposure within public view must be screened such that viewable portion does not exceed 2.5 feet (30")*

**SPECIAL EXCEPTIONS**

**CRCRC RECOMMENDATION:**

*Should the slope of a lot be so severe that the requirements proposed above have extreme adverse impact on the lot, an owner may seek relief from these requirements by special exception granted by the Board of Adjustment.*

*Although not required, letters of agreement from adjoining neighbors will be given due consideration.*

*If necessary, the CRCRC will provide examples of “extreme adverse impact” so as to better ground the Board of Adjustment in its decision process.*

## **ALTERNATE OPPOSING VIEWS**

The first City Council reading of CRCRC recommended building heights proposal occurred on April 17, 2024. Over the course of nearly 2 hours, a number of concerned citizens came to the podium to express alternate views on the way building height should be measured, and questioned the CRCRC process. City Council instructed members of the CRCRC to invite more citizen input at its May 14 and May 28 meetings; consider using that input to find a compromise set of solutions and possibly use a special exception as a tool to address difficult cases.

The May 14 CRCRC meeting had 5 citizen speakers: one concerned about the way last year's CRCRC survey was interpreted; one concerned that lots with drainage easements were not being given special consideration; one wanted to better understand how the proposed height changes would affect their property; one suggested that an average elevation approach is more in line with young family's needs; and one praising the CRCRC for its efforts. A lot of the discussion centered on how highly sloped lots were unfairly treated by the parallel plane proposal. In response, the CRCRC building heights subcommittee met and worked up the "Maximum Building Height for Highly Sloped Lots" recommendation, seen below, to accommodate the 10% or so of Rollingwood building lots whose buildable area slope is extreme.

Four of the five citizens mentioned above returned to the May 28 CRCRC meeting. The CRCRC presented an addendum for highly sloped lots, but it was not well received. Comments included that the CRCRC recommendations make for "winners" and "losers" and force a "split level" design on sloped lots, and would not help their particular situations. The CRCRC motioned to table an approval vote until at least the next meeting.

### **ADDITIONAL NOTES:**

1. Establishing an imaginary parallel plane above the existing grade helps maintain the broader context of the highly variable topography in the city, and protects the sanctity of the surrounding neighbors. Its strength lies in its simplicity and dependence on a certified document required for all building permits, namely a survey. Recent changes in the way Rollingwood "ground truths" its surveys, that is, anchoring them to manhole cover elevations, makes establishing the parallel plane as simple as adding 35' to any native ground surface contour.
2. In comparing this approach to recent and previous builds, The CRCRC finds that most fall within the new constraints, while a few of the outliers could have met the new constraints with minor adjustments.
3. There is some public interest in allowing houses built alongside a drainage easement some additional height consideration. The CRCRC will look at this when it gets to its drainage / impervious cover work, not yet started. We expect to find this issue as one that is not common and best worked through a special exception.

# City Council Meeting

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July 17, 2024

**Introduction:**

Q: Why am I here today?

A: Because over the past months I have watched the CRCRC push forward with an unsupported plan, which is known as the parallel plane. They are so focused on getting the parallel plane methodology passed they have forgotten their true goal and reason of their formation, which it to find the best solution for our community. They are misinterpreting the survey results and ignoring the feedback they are receiving in email and in meetings. There is not one alternative proposal or supplemental proposal that was recommended by the public or members of the CRCRC that has been discussed earnestly or considered by the CRCRC. The CRCRC does not want a publicly supported plan, they want their plan. I have audited their work and examples of homes and found numerous errors in their analysis. Their proposal may solve one concern, but it's creating a bigger hardship for more residents. I have spent dozens and dozens of hours going through all of the source data that the CRCRC has used to determine what the public wants and it is not the currently proposed parallel plane methodology.

Rollingwood is a city with big topographical changes. Over 50%<sup>(1)</sup> of the lots have 5' or great of topographical change in the buildable footprint. The parallel plane can wreck the ability of our friends and neighbors to build the homes they want.

- 1. I am asking that you host a public forum with a 3<sup>rd</sup> party engineer / planner to walk through existing plans and homes in permitting to get a better understanding of the impact any decision may have on the neighborhood and our neighbors lots*
- 2. I am asking that you do not vote to approve the parallel plane as currently proposed*

**Agenda:**

1. CRCRC Overview
2. Biased without Basis
3. Survey Results: They Do Not Have the Support
4. Flawless or Flawed?
  - a) Examples of existing or proposed homes and how they relate to the proposed height language
5. Takeaways

<sup>(1)</sup> Analysis completed on <https://maps.equatorstudios.com>



# ITEM #1: CRCRC Overview

## CRCRC Authority per the CRCRC Formation Document:

The CRCRC's role is to provide a community-based forum to ensure that a range of perspectives reflecting Rollingwood Community values are factored into the City's long-term vision and implementation priorities governing residential zoning policies. The CRCRC will obtain endorsement from the Planning and Zoning Commission prior to submitting its recommendations to City Council for approval. The Planning and Zoning Commission remains the primary advisory group to City Council on matters involving zoning, comprehensive planning and other growth management initiatives related to the physical development of the City. The City Council maintains decision-making authority on the residential zoning policy.

## CRCRC Deliverables:

- Report recommendations including rationale of majority viewpoint, and any votes that happened.
- Include report of the minority viewpoint, if requested by members in the minority.

## The CRCRC failed their own Formation Document by:

1. Not taking a Comprehensive approach, but rather they are working on a one-off basis
2. Not taking their current proposal to the Planning and Zoning Commission prior to submitting its recommendations to City Council (*it was last sent to P&Z on April 3, 2024 and has since then changed*)
3. Not providing a detailed report which includes rationale of a majority viewpoint
  - The empirical data they provide does not show support of their proposal and the remainder is inferences and conjecture. It is not thorough and it is not declaratory

I am here today to request the members of City Council to require certain things from the CRCRC to ensure their proposals are based on public support and not their biased opinions or individual agenda. I have done all of the work and have laid out why their analysis is flawed, why they don't have the support from a majority the residents as required in the CRCRC Formation Document and why City Council should not support their building height measurement proposal.

## Item #2: Biased without Basis

### History:

- On January 18, 2023 a future member of the CRCRC, via a power point deliverable to the city council, noted that the parallel plane methodology should be considered. No other methodology for measuring height was recommended by that member.
- On February 15, 2023 another future member of the CRCRC wrote an email to council and outlined their idea, which is the same as the parallel plane methodology. No other methodology for measuring height was recommended by that member.
- On November 14, 2023 the results of the survey were disclosed, which showed only 28% support for parallel plane, but since that day there has been no material discussion or movement on building height measurement options aside from parallel plane

### CRCRC Current Position:

On April 17, 2024 at the City of Rollingwood City Council meeting a CRCRC member stated that the introduction of the parallel plane methodology to our residential building code is not material.

- *“what we are proposing is a very minor change” (this is a gross overstatement as this is a huge change)*

On May 25, 2024 per the Rollingwood Neighborhood Alert, a CRCRC member stated that:

*“Throughout the process we have continued to debate and refine our ideas as we navigate all of the outliers and unintended consequences”*

- I believe this to be a 100% accurate statement as they have debated and refined “their ideas”, but have failed to listen to feedback regarding their proposal from citizens, earnestly investigate alternative ways to address the concerns, nor acknowledge that more than half of the lots in the neighborhood will be materially impacted by their proposal. Furthermore, I do not believe they have a true understanding of the outliers or the unintended consequences of the parallel plane because they cannot even accurately apply their proposal code in their own examples that they have provided the public (*see Item #4*)

In the May 28, 2024 CRCRC Agenda Packet in Bullet #3 of their “Notes” on page 34 they said the following: (Link [HERE](#))

*“3. Imaginary Parallel Plane is more effective at controlling height than determining a reference datum based on average grade, or an average of building corners/ midpoints. The latter two formulae still allow for an unknown amount of height to be added back in, which is what we have currently. We suspect a majority of people who chose that option in the survey noted this detail.”*

- First, “the latter two” do not allow for an unknown amount of height to be added back; it’s just a math equation
- Second, why do they have to “suspect” anything? They have the data and do not need to make assumptions
- I did look it up and of the approximate 90 write-in comments for Question #4 not one person noted their “suspicion”

## ITEM #2: Biased without Basis

### CRCRC Current Position (cont):

On May 23, 2024 per the Rollingwood Gentleman's Club What's App Group Chat, a CRCRC member stated that:

*“the appended version of its recommendations...in comparing our approach to recent builds, we find that over 90% fall within the newly proposed boundaries and a few of the outliers could have met them with a few adjustments.”*

- This is a very material claim they are making in public
- Please ask to see the CRCRC analysis as well as the raw data, which should include the homes, the measurements and any surveys, building plans or other documents used to substantiate this claim

### Original Analysis in May 2023:

On May 23, 2023 the CRCRC presented the “RW CRCRC Height Study” (Link [HERE](#))

The following are excerpts from the aforementioned study:

- 4 of 9 (44%) Pending permits are for homes that exceed 35ft. for a significant portion of the overall, but 2 are “in review”
- 19 of 30 (63%) Active Permits are for homes that exceed 35ft. for a portion of the overall building

### Summary Thoughts:

- If in May 2023 59% of Active or Pending homes exceeded 35 feet how could it be that now only 10% of the recent builds would be impacted?
- When you include existing homes, which the 23 identified in May 2023 did not include, the number of non-conforming homes has been grossly understated as currently positioned by the CRCRC
  - Additionally, think of all of the lots in the city that have not been built on, but will now be burdened with a harsh, non-traditional ordinance
- The CRCRC is changing their story, misrepresenting data, is over-stating support and does not understand the impact of their proposal on our friends and neighbors lots

# Item #3: Survey Results: They Do Not Have the Support

## Question #4: Should we look at alternative ways to measure building heights, and if so, which options are preferred?

CRCRC Posted Results		
No Votes	89	32.48%
Yes Votes	172	62.77%
No Response	13	4.74%
Total Votes	274	100.00%

- This vote confirms the respondents desire to “look at alternative ways...”
- The sub-question below provides additional details

- Option 1: measuring the height of the home using the average of the slope
- Option 2: measuring the height of the home using an average elevation of the building footprint, measured from the major corners
- Option 3: measuring the height of the home using the “parallel plane” methodology

123 Total Votes for Option 1, 2 or 3. Above summary shows 172 “yes” votes...where did approx. 50 votes go?

CRCRC Posted Results		
Option 1	22	8.03%
Option 2	26	9.49%
Option 3	75	27.37%
No Response	151	55.11%
Total Votes	274	100.00%

This calculation omits 141 votes. Any vote that voted “yes”, but didn’t select Option 1, 2 or 3 and all “no” votes were omitted

CRCRC Calculation to Justify P.P. Method		
Option 1	22	17.89%
Option 2	26	21.14%
Option 3	75	60.98%
Total Votes	123	100.00%

At the April 17, 2024 City Council meeting a CRCRC member “reported that 61% preferred the parallel plane method of measurement...and it is a very minor change” ([Link Here](#) found on page 4)

Even in this flawed view it still doesn’t yield majority support for the parallel plane methodology

Respondents That Voted "Yes"		
Option 1	22	12.64%
Option 2	26	14.94%
Option 3	75	43.10%
"Yes" but didn't select Option	51	29.31%
Total Votes	174	70.69%

This calculation (*found in today’s Agenda Packet*) is still flawed as it omits any respondent that voted “no” or had only a write-in vote

## Item #3: Survey Result: They Do Not Have the Support

### Question 4 (cont.):

- “Adjusted CRCRC Posted Results”
  - Adjusted Results take into account actual votes of Question 4, the votes for Options 1, 2 and 3 and the write-in comments that could re-classify a write in vote as No, Option 1, 2 or 3:
    - 5 respondents did not vote for either “No” or “Yes”, but had write-in comments
      - 1 respondent via write-in that supported “No”
      - 4 respondents via write-in were open to a new measurement, but did not support the parallel plane
    - 89 respondents voted “No” to question 4. These votes were included in the “No Response” line item above
      - 5 respondents that voted “No” voted for Option 1 (*one vote*), Option 2 (*two votes*) or Option 3 (*two votes*)
    - 52 respondents voted “Yes”, but did not select 1, 2 or 3 specifically (*breakdown below*)

Adjusted Q4 & Sub-Q4 Results		
"No" to Alternative Ways to Measure	87	31.75%
Option 1 - average of the slope	24	8.76%
Option 2 - average elevation of building	28	10.22%
Option 3 - parallel plane	78	28.47%
"Yes" but did not select an Option but had write-in support of Option 1 or 2	1	0.36%
"Yes" but did not select an Option but had write-in support of Option 1, 2 or 3	1	0.36%
"Yes" but did not select an Option but had write-in comments were "unsure"	20	7.30%
"Yes" but did not select an Option and did not provide a comment	29	10.58%
"Yes" but did not select an Option but had write-in support of parallel plane	1	0.36%
Did not vote "No" or "Yes" but had write-in "unsure"	5	1.82%
<b>Total Votes</b>	<b>274</b>	<b>100.00%</b>

Their sub-bullet does not accurately capture the write-in comments. Their comment is condescending in that they don't believe the respondents could understand their question. I reviewed the write-in comments and have captured them in the Adjusted Results table found above.

22 (8%) - Option 1 - average of slope  
 26 (9%) - Option 2 - average elevation of building footprint, measured from major corners  
**75 (28%) - Option 3 - parallel plane**  
 151 (55%) - No response

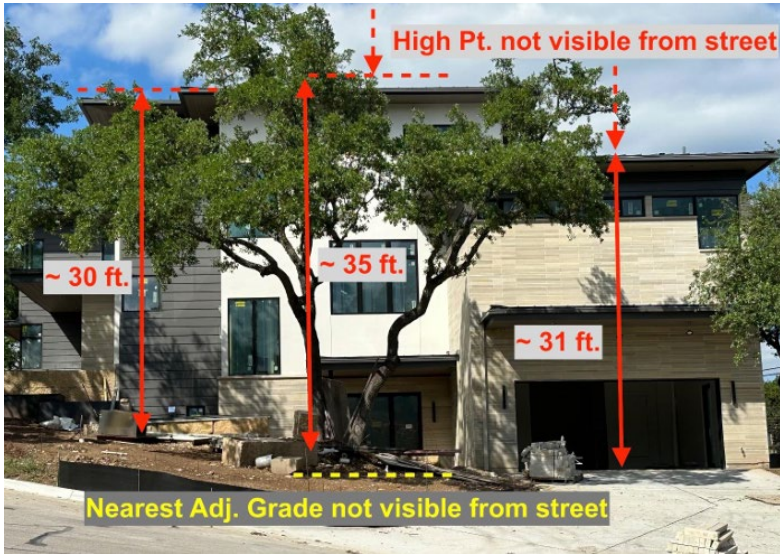
- Of those that didn't respond to Options 1-3, comments appeared to indicate they want something, but they don't know what that is, or even what we are asking exactly.

## Item #3: Survey Result: They Do Not Have the Support

### Summary Thoughts:

- A major part of CRCRC's story to be able to support the parallel plane hinges on the responses to this Question #4.
  - In the April 2024 City Council meeting CRCRC told you it had 61% support based on the survey. This was not correct.
  - Now, they acknowledge that was incorrect, so they chose a different denominator, which is also incorrect and shows 46% support even though, directly adjacent they notate the actual and correct level of support at 28%
  - Furthermore, knowing they don't have support, they are now claiming that the way the question was written, which they wrote, is the issue. Based on this improperly written question it gives them the latitude to infer what they want, which is not what our neighbors and friends want as seen in the survey results
- They are also conflating the responses from Question 3 (maximum height) to justify support for parallel plane. They are taking the position that the results of Question 3, which should not be tied directly to Question 4, provide them the support they need for parallel plane. By doing so they are conjecturing a desired response because the actual survey results to Question 4 don't support their agenda
- When asked why the CRCRC believes they have majority support from the residents when the survey clearly shows they do not, the CRCRC has answered that they are looking from the collective responses received from the following data sources:
  - 2021 Comprehensive Plan Strike Force Survey:
    - This data set provides no evidence of support of the parallel plane
  - The 78 Emails received in 2023:
    - Only 31% of the respondents mentioned a concern of height and none recommended use of the parallel plane
  - The CRCRC references phone calls, verbal conversations and other means of communication:
    - This too is hearsay and conjecture:
      - While the CRCRC members may have received communication from residents it is impossible to accurately capture their positions on a specific subject, such as parallel plane, but more importantly it impossible to know if this person's results have already been captured via email or in the survey
- At the May 14<sup>th</sup> CRCRC meeting, which was the first meeting after Council sent the proposal back for further review the CRCRC received eight (8) emails against the proposal and three (3) emails supporting the proposal, which equates to 27% support. These emails can be found in the May 14<sup>th</sup> agenda packet. This is approximately the same amount of support the proposal received in the original survey, which re-confirms the support from the community for parallel plane at approximately 27 – 28%
- The CRCRC has failed to show a majority support of the parallel plane

# Item #4: Flawless or Flawed?



As presented by CRCRC in May 28, 2024 Meeting Agenda Packet

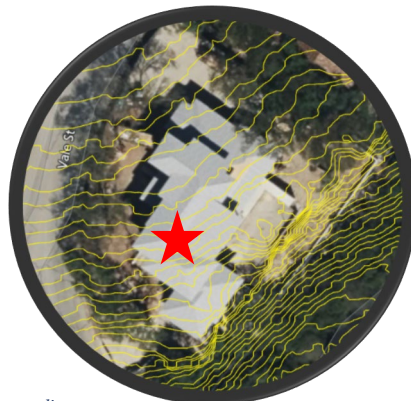
Measurements Per Architecture Plans:  
 Existing Grade beneath Ridge Line = 543'  
 Building Height at Ridge Line = 581'  
**Max Building Height = 38'**



As presented by CRCRC in May 28, 2024 Meeting Agenda Packet

Measurements Per Architecture Plans:  
 Existing Grade beneath Ridge Line = 628'  
 Building Height at Ridge Line = 664' 2"  
**Max Building Height = 36' 2"**

*CRCRC's work said this home would be approved, but in fact, it would **not** be approved*



*CRCRC's work said this home would be approved, but in fact, it would **not** be approved*



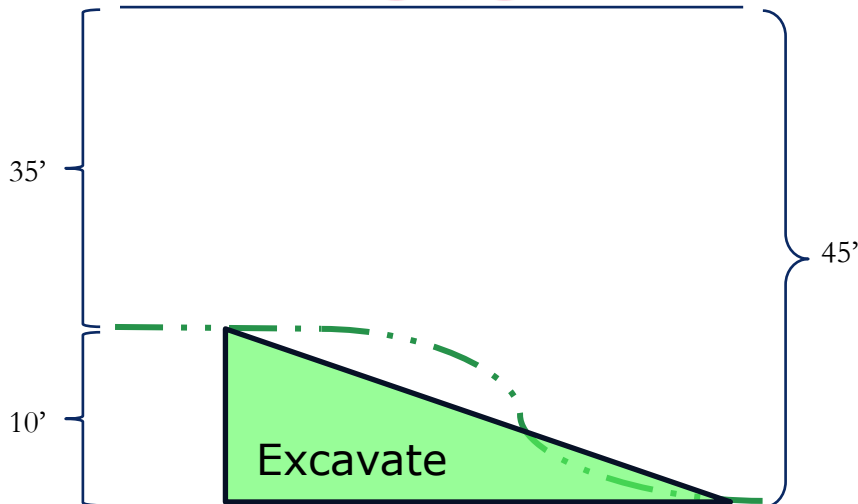
## #4: Flawless or Flawed?

- Within the CRCRC's parallel plane proposal is a new concept, which allows for any excavation that occurs below the existing grade will not count toward the maximum building height calculation, as found in the 07/07/2024 City Council Agenda Packet (p 251)
  - “Figuring Maximum Allowable Height”
    - *Bullet #6\*: “There is no limit to the amount of building that may be added below existing grade by way of excavation.”*
- This proposal has never been discussed in the entire time the CRCRC has existed, but it appeared for the first time at the June 25, 2024 meeting and was pushed forward.
- Even though there were numerous other proposals from the CRCRC members or the public that create “equity” amongst all lots they ignored them and created a rule that further creates “winners” and “losers”

As seen in the example on the **LEFT**:

- If a resident's lot is fairly flat but has a material amount of topo at one portion of their lot they could excavate a large portion of their lot gain an additional 10'. This is a huge advantage to this lot

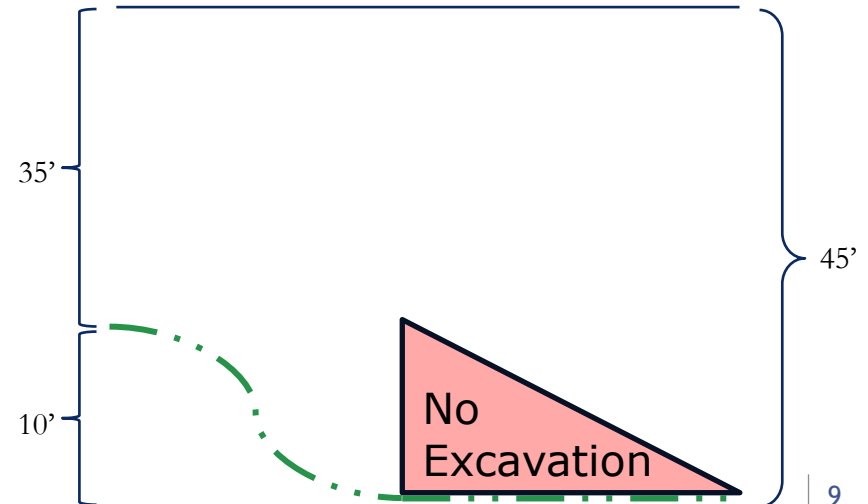
### Relief



As seen in the example on the **RIGHT**:

- In the opposite situation, if a resident's lot has topo that quickly drops there is nothing for them to excavate. In this situation they are forced to follow the parallel plane and would have no relief

### No Relief



\* *Bullet 6 contradicts Residential Building Height Measurement proposed by the CRCRC (page 246 and 250 of Agenda Packet)*



## Item #4: Flawless or Flawed?

- These two homes have similar right to left topographical fall when viewing from the street
  - Per the CRCRC, the home on the right would be approved, because the homeowner excavated into the existing grade to create their garage / basement.
  - The home on the left would **not** be approved, because it did not require excavation due to its natural topographical change
    - Also, the home on the left has a maximum height 6' lower than the one on the right, but still not approved!
- The CRCRC is not solving the community's concerns on what is being built. Rather, they are making up arbitrary rules that they do not know how to interpret and punishing our friends and neighbors for having topographical change in their lots. The new "excavation concept" was not recommended by the public, was not discussed or vetted and does not help solve the issues, which is precluding certain builds, but maintaining equity amongst all lots
- The home on the left is a beautiful home built into the contour of the property, which is what our code should allow. But, due to the topographical challenges of the lot and the punitive nature of the parallel plane proposal the home on the left could not be built.

### Not Approved



### Approved!



## Item #4: Flawless or Flawed?

- These two homes look nearly identical from the street, but CRCRC wants to approve the one of the right!
  - CRCRC's proposal is flawed if there are homes with nearly identical curb appearance and one of them is approved and one is not
  - CRCRC's own understanding and interpretation of their proposal is flawed
  - CRCRC has not listened to the community and searched for a solution that has community consensus
  - CRCRC has created a proposal that creates winners and losers
  - CRCRC drafted a proposed ordinance that was not has not been sufficiently tested and, as a result, will blindly impact a majority of the neighborhood's lots

# Not Approved



As presented by CRCRC in June 25, 2024 Meeting Agenda Packet

# Approved!



As presented by CRCRC in June 25, 2024 Meeting Agenda Packet

## Item #4: Flawless or Flawed?

- The two homes below, which were noted on previous pages and were provided in the June 25, 2024 CRCRC Agenda Packet as homes that would be “approved” under the current proposal, in fact, would not be approved
- Both of the homes exceed 35’ height from the existing grade, irrespective of the additional height they received by excavating
  - The home on the left has a **Maximum Height** from the existing grade of **40.85’**
    - Existing Grade beneath ridge line = 622.5’
    - Building Height at ridge line = 663.35’
  - The home on the right has a **Maximum Height** from the existing grade of **37.25’**
    - Existing Grade beneath roof line = 623’
    - Building Height at roof line = 660.25’
- This is another example showing that the CRCRC has does not have a firm grasp of what they are proposing, how it works and how it impacts our lots, neighbors and community

Approved!



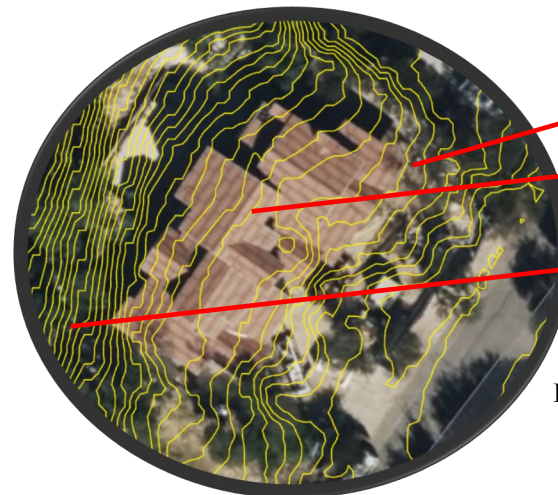
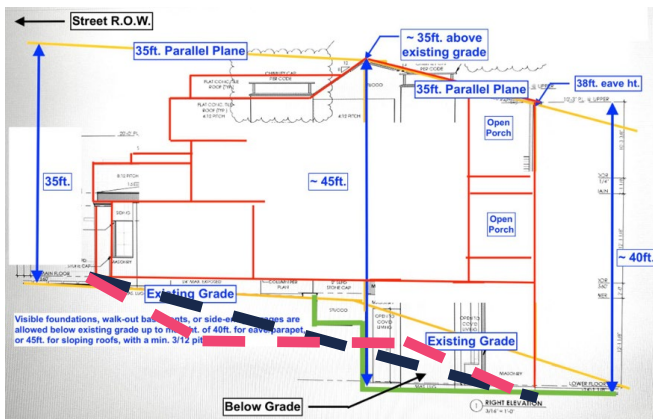
Approved!



# Item #4: Flawless or Flawed?

- The home below is the only example provided by the CRCRC in the 07/17/2024 City Council Agenda Packet (pps 250 and 251):
  - CRCRC shows that it would be approved, but this is not an accurate claim. They do not use precise elevations and their “Existing Grade” line (see bottom left exhibit in yellow) is incorrect and does not follow their own proposal (see bottom right exhibit)
- “Figuring Maximum Allowable Height”:
  - Bullet #2: Reconcile the existing survey across the footprint of a knocked-down house by straight-line interpolation between like-elevation contours that are adjacent to the heritage footprint. Other minor topographic variations, including pools and ponds, should be handled the same way with the intent to approximate the original native grade without penalty due to previous construction.

The correct “straight-line interpolation based on existing grade” is noted below in dark blue, as well as the “straight-line interpolation based on the heritage footprint” noted in red, both of which would then change all of the maximum height calculations from what they show, subsequently yielding a non-conforming home based on CRCRC’s current proposal. The picture in the bottom right shows the actual topographical change of the lot, which is fairly linear naturally, so the straight-line interpolation should not vary from existing grade materially (shown in 1’ contours)<sup>(1)</sup>



Existing Grade Buildable Area Elevations:

- High: 556.5'
- Rear footprint: 549'
- Beneath ridgeline:
  - Existing Grade: 552'
  - Heritage Footprint: 553'
- Low: 544.5'

Max Building Height:

Existing Grade beneath ridge line = 553'  
 Building Height at ridge line = 590.6'  
**Max Building Height = 36' 6"**

- Straight-Line Interpolation of Heritage Footprint
- Actual Existing Grade Straight-Line Interpolation

<sup>(1)</sup> Elevation mapping completed on <https://maps.equatorstudios.com>

## Item #5: Takeaways

1. The parallel plane proposal is not what the City of Rollingwood needs or what the residents want. It is a draconian proposal that will do more harm than good, especially since more than 50% of the lots in the neighborhood have topography change of 5' or more
2. The parallel plane does not impact all lots equally. The entire burden of the rule change only impacts lots with topography change
3. The CRCRC does not have a clear understanding of their own proposal, how it works, or how it will impact homes around the community
  - a) They provided one example in today's City Council Agenda Packet and it's wrong
4. As you have seen in the presentation today the CRCRC has made bold statements to the public in an effort to build support for their proposal, but they have yet to produce any materials supporting their claims
  - a) Their own measurements that they have put in their CRCRC Agenda Packets are wrong.
  - b) Their interpretation of the survey data is wrong and conjecture
5. This is a public process and we all have the same information, so if I can deliver to you concrete evidence as to why they don't have support and a solid understanding of their proposal, conversely they should be able to deliver to you information that shows they do.
6. The goal should not be to curtail a few neighbors suffering, but invoke suffering on a larger number of different residents
7. The goal should not be to punt rulings to the Board of Adjustments, specifically as it is not their responsibility to act as HOA or architectural committee.
  - a) More importantly, good leadership, should solve an issue equitably for all of us, not ask another governmental body or committee to try to interpret or make the decision
8. Please have the CRCRC focus on what the community supports and it is not the parallel plane methodology of measuring height. Please have them provide a solution that creates equity amongst all lots. Please have them focus on a Comprehensive Plan.
9. Before anything is voted on I am asking that you host a public forum with a 3<sup>rd</sup> party engineer / planner to walk through existing plans and homes in-permitting applying them against the proposals in order to get a better understanding of the impact any decision may have on the neighborhood and our neighbors lots.
10. Let's create rules that don't create winners and losers out of our lots
  - a) We are a community, friends and neighbors...let's treat each other as such and create equitable rules for all residents

## Recommended Changes to Rollingwood Tree Maintenance Ordinance from the CRCRC.

These recommended changes are based on the strong support in the survey (question 15) for maintaining the tree canopy in Rollingwood (74% said maintaining the tree canopy had either high or very high priority). When asked whether they thought the current tree ordinance was adequate to this task (question 16), 51% of respondents said “yes”. However, in the comments from those “yes” votes, many were either uncertain what the current tree ordinance stated and/or had not any occasion to refer to the ordinance for recent tree work on their property. There was strong support in the comments for increasing the protection for “heritage trees”.

Based on these survey results, the CRCRC has the following recommendations to strengthen the current tree ordinance to make it more effective in protecting and maintaining the current tree canopy.

Exact proposed wording or specific change is in green.

1. Change the name of Article II, Division 10, Subdivision 2 to “Residential Landscape and Tree Canopy Management.”
2. Introduce the concept of xeriscape landscaping into the ordinance, with some suggestions to use native and adapted low water use plants, and drought tolerant turf grasses for lawns. (no regulations, only education) “Landscape: Because the city experiences frequent drought conditions, low water demanding landscapes (Xeriscapes) are encouraged by using native and adapted low water use plants from the Austin Grow Green Guide. (Insert link here) Consideration should also be given to planting turfgrass on less than 50% of the total landscaped areas, with that turf grass preferably having summer dormancy capabilities such as Buffalo grass, Zoysia grass, or non-seeding varieties of Bermuda grass.” Section 107-369 (a): Purpose
3. Insert statement that “the site plan and project design will preserve the existing natural character of the landscape and the retention of protected trees as much as possible” This statement to be inserted into Purpose Section of Sec 107-369.
4. Insert a definition for a “Heritage Tree” category into ordinance for those trees 24 inches in diameter measured 4 ½ feet above natural grade. “Heritage tree” means a tree of a “protected species” defined as having a diameter of 24 inches or more, measured 4½ feet above natural grade. To determine the diameter of a multi-trunk tree, measure all the trunks; add the total diameter of the largest trunk to ½ the diameter of each additional trunk. A total diameter of 24” or higher for a multi-trunk tree would qualify as a Heritage tree. (Sec 107-371 Subdivision b- 2). (see addendum A- list of protected species)
5. Change the criteria for planting alternatives to protected species (from the utility setback tree list) to limit it to only protected trees removed from areas 20 feet from a utility line. In other words, a protected species removed from setbacks, right of way and buildable area must be replaced with a protected species, if not removed from the 20 ft utility setback area.” For protected trees removed from within 20 feet of an above-ground power, cable, or telephone line the following species can be used for replacement: These species cannot be used to replace a protected tree removed from areas that are not 20 feet from an above ground power cable, or telephone line.” Sec 107-369 (c)-2 (see Addendum B Replacement species list for trees planted 20ft from utility lines.)
6. Adding a definition for Critical Root Zone (CRZ), that is area around tree trunk with a radius of one foot for every inch of diameter. “Critical root zone” means the area around and under a

tree having a radius of one foot per inch of diameter from the trunk of the tree outwards and twenty-four inches in depth. For example, for a tree having a 10-inch diameter, the critical root zone is 10 feet out from the trunk and twenty-four inches deep. No construction or disturbance shall occur within an area that constitutes more than (50%) of the total critical root zone, and one half the radial distance of the CRZ for each tree being preserved as a protected tree or heritage tree.” Sec 107-369 (g).

7. Change the term “city arborist” used 13 times in the current ordinance indicated to review, approve, and implement all tree removal permits to “City Development Officer”. However, a city arborist will be used in those areas of code where the expertise of an arborist is necessary or desired.
8. Remove Sections (d) and (e) of Section 107-372. All protected trees and heritage trees removed from a lot should be replaced on that lot unless a Special Exception is obtained to replant on an adjacent lot with that neighbor’s permission. 107-372 (d) and (e).
9. Removal of Heritage trees from setback areas would require a separate “Heritage Tree Removal Permit”. Removal of a Heritage tree is prohibited unless a Heritage Tree Removal Special Exception is granted by the Board of Adjustment upon a finding that: (i) all reasonable efforts have been made to avoid removing the tree, (ii) the location of the tree precludes all reasonable access to the property or all reasonable use of the property, and (iii) removal of the tree is not based on a condition caused by the method or design chosen by the applicant to develop the property. 107-373 (a). (additional special exception criteria may be added when ordinance drafted)
10. A Heritage Tree Removal Special Exception will not be required for Heritage Trees removed from the proposed building footprint area but would be subject to the normal tree removal permitting and replacement process.
11. Protected trees (12–24-inch diameter) removed from the buildable area must be replaced by one protected species tree. Replacement of a Heritage Tree removed from setback areas, (with Heritage Tree Removal Special Exception) and proposed building footprint area (which would not require a Special Exception), must be replaced with one tree 6 inches in diameter, or more, for every 12 inches in diameter of the removed tree. For example: 24 inches = 2 six-inch diameter trees, 36 inches = 3 trees, etc. to be replaced. An exception to these mitigation requirements may be granted after consulting with the City Arborist, and with the approval of the BOA if the applicant demonstrates: (1) the existing tree canopy would prohibit the growth of these replacement tree(s); or (2) the required replacement trees to be installed would have to be planted under the canopy of an existing tree. See section 107-375 (h).
12. If a protected or heritage tree straddles the boundary between setback line and buildable area line, it shall be considered removed from the setback area if 25% or more of the trunk diameter is in the setback area. Sec 107-375 (c).
13. An application for a tree removal permit must include a tree survey that shows all trees that are at least 12 inches in diameter 4 ½ feet above natural grade and indicate the Critical Root Zone of these trees as well. Sec 107-376 (a)-1.
14. The maximum number of replacement trees required for trees removed from the buildable area will remain capped at seven. Sec 107-375 (h).
15. Maintain the replacement ratio of protected trees removed from the setback areas at 3 replacement trees for each removed. Sec 107-375 (a).

16. Development application requirements must include a tree survey indicating the location of all protected and heritage trees together with their CRZ. A protection plan must be submitted for these trees to include evidence that sufficient care must be demonstrated to ensure survival of these protected trees, including adequate watering before, during and after construction until an occupancy certificate is granted. Sec 107-376 (a)-1
  17. All replacement trees must survive for at least three years, and the city development officer shall keep track of these replacements, so that at 3 years post planting, their survival and health can be assessed, consulting with an arborist if necessary. Sec 107-378 (d).
- 

These items would not require code changes:

18. Section 107-380 requires all vendors doing tree trimming, removal, or demolition, to have an annual permit to do so from the city secretary. The city website should be amended so that residents can easily access the up-to-date list of approved and permitted tree service vendors and how a vendor can obtain a no cost permit from the city. Sec 107-380.
19. The CRCRC supports a program to plant “commemorative trees” on city property, especially parks, where the cost would come through citizen donations. This program is under consideration by the Parks Commission.
20. The CRCRC also supports a proposal that was very strongly supported in the survey (question 17, 85% said “yes”) to consider a plan sponsored by the city, or private donations, to plant additional trees, with owner approval, in public ROW. The CRCRC did not include any proposed changes to the current ordinance, to accommodate this proposal, and may investigate further the practical and legal ramifications of this idea, perhaps presenting it later.



**ADDENDUM A:**

**Sec. 107-371. - Definitions.**

In this subdivision:

*Protected species* means:

(1)

Ash, Texas

(2)

Cypress, Bald

(3)

Elm, American

(4)

Elm, Cedar

(5)

Madrone, Texas

(6)

Maple, Bigtooth

(7)

All Oaks

(8)

Pecan

(9)

Walnut, Arizona

(10)

Walnut, Eastern Black

## ADDENDUM B:

*Replacement species* means:

For trees planted within 20 feet of an above-ground power, cable, or telephone line:

a.

Anacacho Orchid Tree

b.

Common Tree Senna

c.

Crape Myrtle (dwarf)

d.

Desert Willow

e.

Evergreen Sumac

f.

Eve's Necklace

g.

Flameleaf Sumac

h.

Goldenball Leadtree

i.

Mexican Buckeye

j.

Mexican Plum

k.

Possumhaw Holly

l.

Rough Leaf Dogwood

m.

Texas Mountain Laurel

n.

Texas Persimmon

o.

Texas Pistache

p.

Texas Redbud

q.

Wax Myrtle

r.

Yaupon Holly

s.

Cherry Laurel

# AGENDA ITEM SUMMARY SHEET

## City of Rollingwood

**Meeting Date: July 17, 2024**

**Submitted By:**

Staff

**Agenda Item:**

Discussion and possible action on a draft amendment to the city's Code of Ordinances regarding right-of-way encroachments

**Description:**

At the June City Council Meeting, a similar draft document was brought before the City Council for discussion. Staff received feedback from Council that they would like additional information about the size of the rights of way in the city and that they would like concepts and options as opposed to specific drafted language. The attached draft document takes into account the feedback from the June meeting, and for easy reference a redlined version with the changes to the language from June to July has also been included.

A plat was pulled from the city's files that includes areas of Park Hills Drive, Pleasant Drive, Pleasant Cove, Nixon Drive and Hatley Drive. The plat shows the width of these streets to all be 50 feet wide, but approximate measurements from curb to curb at various locations came up with actual street widths of between 30 and 32.5 feet. This would leave the remaining 20- 22.5 feet to be street rights of way, but it is difficult to tell whether the right of way is centered or not.

This is intended to illustrate a section of the city that shows varying street rights of way. Staff is looking into ways to get additional information about the City's rights of way using TCAD and the plats the city has on file and would like additional time to present additional information that the Council may find useful regarding the City's rights of way.

**Action Requested:**

No action is requested on the proposed code language at this time. Staff would like feedback and policy direction so that an appropriate code amendment can be brought back for consideration.

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time

**Attachments:**

- DRAFT amendment to the City's Code of Ordinances regarding right of way encroachments.
- DRAFT amendment to the City's Code of Ordinances regarding right of way encroachments showing changes from June City Council Meeting to July City Council Meeting.
- Hatley Park Estates plat with measurements (estimated)

**Exhibit A**

**Amendments to Chapter 28, Article II – Construction in City Rights-of-Way**

*The City of Rollingwood Code of Ordinances, Chapter 28 - Streets, Sidewalks and Other Public Places, Article II - Construction in City Rights-Of-Way is hereby amended to add a new Division 4 – Right-of-Way Encroachments as follows:*

**DIVISION 4. - RIGHT-OF-WAY ENCROACHMENTS**

**Sec. 28-140 Purpose**

Section 28-140 establishes the purpose of this Division, which is to create a process for review of any encroachments into the public ROW.

To establish a process and standards that allows encroachments into the public right-of-way in order to:

- (1) Encourage investment and improvements in the City by allowing businesses and homeowners limited use of the public right-of-way adjacent to their properties.
- (2) Provide an option to allow minor encroachments to be approved administratively.
- (3) Ensure public safety by maintaining minimum construction and design standards in the public right-of-way.
- (4) Protect and enhance the streetscape of business districts and neighborhoods within the City.

**Sec. 28-141 Application**

Section 28-141 creates an application process describing examples of encroachments and granting the City Administrator with the authority for managing the process.

- (a) Any person desiring to place or modify a structure, equipment, or other material on, above, or below a public right-of-way of the City, including but not limited to fencing, landscaping, parking, signs, lighting, fixtures, or other appurtenance, unless exempt, shall make an application to the City Administrator for review and approval.
- (b) The City Administrator, or designee, shall circulate an application to City departments and outside agencies as necessary to ensure compliance with applicable ordinances and statutes.
- (c) The City Administrator, or designee, may require additional information from the applicant as needed, including review by a professional engineer for structural improvements, to ensure compliance and to ensure public health and safety.

**Sec. 28-142 Exceptions**

Section 28-142 creates exceptions for types of encroachments that do not require going through the approval process. This can be added to or items can be removed and required to go through the approval process below.

The following exceptions do not require an encroachment application:

Item (3) simply exempts any encroachments that are approved through a different process that already exists, such as for utility equipment, construction, etc.

- (1) Freestanding mailboxes not located within a sidewalk, other pedestrian path, vehicle parking or maneuvering area, or sight triangle.
- (2) Vegetation up to three feet in height.
- (3) Encroachments already governed or authorized under a separate ordinance or process which may include but not be limited to signs, wireless communication facilities, utilities and utility poles, street and traffic-control signs or signals, temporary construction and barricades for public safety, and transit shelters.

Sec. 28-143 establishes a list of types of encroachments that can be approved administratively and do not require City Council approval.

This is intended to allow quick approval for items such as landscaping. These items can be moved to the section for City Council approval if desired.

Note that the Administrator may forward any request to the Council.

**Sec. 28-143 Administrative review by City Administrator**

- (a) The City Administrator, or designee, may review and approve, conditionally approve or disapprove applications for the following types of encroachments:
  - (1) Trees and landscaping not excepted above;
  - (2) Steps or ramps to comply with Texas Accessibility Standards;
  - (3) Sidewalk furniture and surfacing, lighting, fixtures, and other appurtenances not associated with a patio or dining area.
- (c) An approval may require the applicant and/or adjacent property owner(s) to obtain a right-of-way license use agreement and/or an aerial easement, and certificate of insurance, as determined by the City Administrator.
- (d) The City Administrator may refer any application to the City Council for review and approval.
- (e) An applicant or designated representative may appeal a decision of the City Administrator, or designee, made under this Section to City Council by filing a written, signed notice of appeal stating the grounds for appeal with the City Administrator within 30 days of the written decision.

Section 28-144 establishes that any encroachments not exempted or listed for administrative approval must be approved by City Council (and may require a license agreement for situations where the City might want the applicant to accept certain liabilities).

**Sec. 28-144 Review by city council**

- (a) City Council shall review applications for all other encroachments not otherwise authorized administratively under this article, including those referred by City Administrator, or designee.

- (b) An approval may require the applicant and/or adjacent property owner(s) to obtain a right-of-way license use agreement and/or an aerial easement, and certificate of insurance, as determined by the City Administrator.

This newly proposed Section 28-145 makes clear encroachment are discouraged and that the burden is on the applicant to justify the request.

This section also establishes review criteria for consideration by the City Administrator or City Council when considering proposed encroachments.

These are broad but allow something to point to when approving or denying a particular request.

#### **Sec. 28-145 Review Criteria**

- (a) Generally, encroachments within the right-of-way are discouraged. The burden is on the applicant to show that a proposed encroachment is necessary or desirable and will meet the review criteria established below.
- (b) In determining whether to approve a requested encroachment, the City Administrator or City Council should consider the following criteria:
- (1) **Safety.** Ensure the encroachment will not pose a safety hazard to pedestrians, cyclists, motorists, or other users of the right-of-way nor interfere with access by emergency vehicles.
  - (2) **Visibility.** Ensure the encroachment will not obstruct visibility for persons or vehicles using the roadway.
  - (3) **Utilities.** Ensure the encroachment will not interfere with existing or future utility infrastructure within the right-of-way.
  - (4) **Drainage.** Ensure that the encroachment will not negatively affect stormwater drainage.
  - (5) **Aesthetics.** Ensure the encroachment will not negatively impact the aesthetics of the property, neighborhood, or right-of-way.
  - (6) **Duration.** Consider whether the proposed encroachment is intended to be permanent or temporary.
  - (7) **Alternatives.** Consider whether there are available alternatives to placing the encroachment within the right-of-way.
  - (8) **Maintenance.** Consider who will be responsible for maintaining the encroachment, including provision of adequate agreements to ensure necessary maintenance.
  - (9) **Liability.** If deemed necessary, the applicant has adequately indemnified the city from any risks created by the encroachment.



- (10) Reversibility. Ease with which the encroachment can be removed and the area restored in the future, if necessary.

**Sec. 28-146 Minimum standards**

Section 28-146 establishes certain standards for all encroachments. Item (5) was removed, since those standards are adequately covered by existing visibility standards in Chapter 32 (Traffic & Vehicles) and Chapter 107 (Zoning).

All encroachments, including the exceptions, shall adhere to the following minimum development standards to the satisfaction of the City Administrator, or designee:

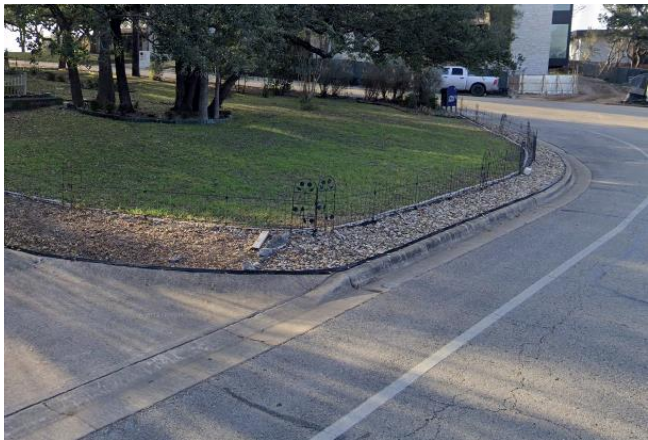
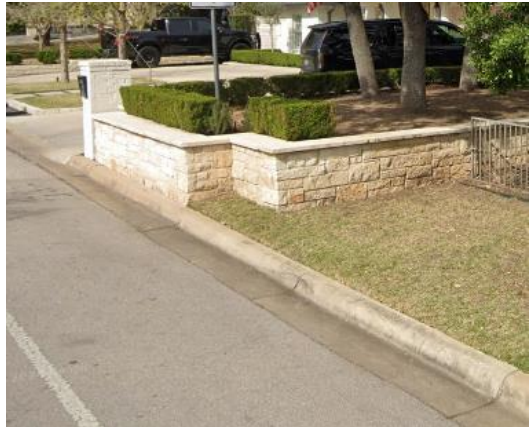
- (1) Be incidental and accessory to a primary use located on an adjacent property.
- (2) Shall not be located adjacent to any designated fire lane, loading or unloading zone, or block ingress or egress to any facility or utility.
- (3) Maintain a minimum four-foot unobstructed sidewalk clearance.
- (4) Maintain a minimum 18 inches from back of curb, or three feet from the edge of pavement in the absence of a curb.

Section 28-147 allows the City Council to revoke a previously approved encroachment. This could be for a road project, installing necessary utilities or street signs, installation of sidewalks, etc.

**Sec. 28-147 Revocation**

- (a) Revocation.
  - (1) City Council reserves the right to revoke, in its sole discretion, any encroachment authorized under this article subject to the terms of any applicable written agreement or easement executed by the City.
  - (2) The City Administrator, or designee, may temporarily prohibit encroachments excepted under section 28-142 or authorized under section 28-143 subject to the same right of appeal granted by section 28-143(e). Encroachments may be temporarily prohibited when such encroachments interfere with public construction or improvement projects, emergency management measures, or any other matter pertaining to the public health, safety, and welfare.

Examples of encroachments:



Other notes/discussion items:

- This ordinance merely creates a process and standards for allowing encroachments within the right-of-way. Except for those items exempted (mailboxes and vegetation up to 3' in height) any encroachment would require approval, which the Administrator and City Council is not obligated to approve.
- An alternative would be to simply prohibit any encroachments within the right-of-way, basically the currently policy, but this would eliminate even the option to consider such encroachments and would not allow a property owner to make a request.
- The primary questions for the Council are:
  - Do you want to provide a process to consider encroachments with the right-of-way?
  - If so, what kinds of encroachments should be 1) exempt from the requirement, 2) approvable by the Administrator, 3) approvable by Council, or 4) specifically prohibited

Examples:

- The photos on the following page are just a few examples of existing situations (most existing in Rollingwood, but also examples from other cities). These include raised flower beds, retaining walls, steps, mailboxes, landscaping, and decorative fencing. It is not clear that any other ordinance specifically authorizes these types of encroachments in the ROW.
  - Section 107-33 addresses retaining walls by limiting them to no more than 36" within 15 feet of the front property line, but the assumption is that this is on private property, not within the right-of-way.
  - Section 107-34 addresses fencing, but subsection (e) specifically prohibits any fencing within the ROW. If this proposed ordinance is to allow decorative fencing this section may need to be modified.
  - References in the draft ordinance to protecting visibility near intersections have been removed since other city ordinances already adequately address that, including Section 32-3 - Obstructions to view at intersections (in the Traffic & Vehicles chapter) and Section 107-32 - Vision clearance (in the Zoning chapter)

**Exhibit A**

**Amendments to Chapter 28, Article II – Construction in City Rights-of-Way**

*The City of Rollingwood Code of Ordinances, Chapter 28 - Streets, Sidewalks and Other Public Places, Article II - Construction in City Rights-Of-Way is hereby amended to add a new Division 4 – Right-of-Way Encroachments as follows:*

**DIVISION 4. - RIGHT-OF-WAY ENCROACHMENTS**

**Sec. 28-140 Purpose**

Section 28-140 establishes the purpose of this Division, which is to create a process for review of any encroachments into the public ROW.

To establish a process and standards that allows encroachments into the public right-of-way in order to:

- (1) Encourage investment and improvements in the City by allowing businesses and homeowners limited use of the public right-of-way adjacent to their properties.
- (2) Provide an option to allow minor encroachments to be approved administratively.
- (3) Ensure public safety by maintaining minimum construction and design standards in the public right-of-way.
- (4) Protect and enhance the streetscape of business districts and neighborhoods within the City.

**Sec. 28-141 Application**

Section 28-141 creates an application process describing examples of encroachments and granting the City Administrator with the authority for managing the process.

- (a) Any person desiring to place or modify a structure, equipment, or other material on, above, or below a public right-of-way of the City, including but not limited to fencing, landscaping, parking, signs, lighting, fixtures, or other appurtenance, unless exempt, shall make an application to the City Administrator for review and approval.
- (b) The City Administrator, or designee, shall circulate an application to City departments and outside agencies as necessary to ensure compliance with applicable ordinances and statutes.
- (c) The City Administrator, or designee, may require additional information from the applicant as needed, including review by a professional engineer for structural improvements, to ensure compliance and to ensure public health and safety.

~~(d) Any building or structure to be placed within the public right-of way shall obtain any building permits as required.~~

Section 28-142 creates exceptions for types of encroachments that do not require going through the approval process.

This can be added to or items can be removed and required to go through the approval process below.

Item (3) simply exempts any encroachments that are approved through a different process that already exists, such as for utility equipment, construction, etc.

Sec. 28-143 establishes a list of types of encroachments that can be approved administratively and do not require City Council approval.

This is intended to allow quick approval for items such as landscaping. These items can be moved to the section for City Council approval if desired.

Note that the Administrator may forward any request to the Council.

**Sec. 28-142 Exceptions**

The following exceptions do not require an encroachment application:

- (1) Freestanding mailboxes not located within a sidewalk, other pedestrian path, vehicle parking or maneuvering area, or sight triangle.
- (2) Landscaping/Vegetation up to three feet in height.
- ~~(3) Trees with a vertical clearance of at least seven feet underneath their branches and not located within 15 feet of a street intersection nor within 10 feet of a driveway intersection with a street.~~
- (43) Encroachments already governed or authorized under a separate ordinance or process which may include but not be limited to signs, wireless communication facilities, utilities and utility poles, street and traffic-control signs or signals, temporary construction and barricades for public safety, and transit shelters.

**Sec. 28-143 Administrative review by City Administrator**

- (a) The City Administrator, or designee, may review and approve, conditionally approve or disapprove applications for the following types of encroachments:
  - (1) Trees and landscaping not excepted above;
  - (2) Steps or ramps to comply with Texas Accessibility Standards;
  - (3) Sidewalk furniture and surfacing, lighting, fixtures, and other appurtenances not associated with a patio or dining area.
- (c) An approval may require the applicant and/or adjacent property owner(s) to obtain a right-of-way license use agreement and/or an aerial easement, and certificate of insurance, as determined by the City Administrator.
- (d) The City Administrator may refer any application to the City Council for review and approval.
- (e) An applicant or designated representative may appeal a decision of the City Administrator, or designee, made under this Section to City Council by filing a written, signed notice of appeal stating the grounds for appeal with the City Administrator within 30 days of the written decision.

Section 28-144 establishes that any encroachments not exempted or listed for administrative approval must be approved by City Council (and may require a license agreement for situations where the City might want the applicant to accept certain liabilities).

This newly proposed Section 28-145 makes clear encroachment are discouraged and that the burden is on the applicant to justify the request. This section also establishes review criteria for consideration by the City Administrator or City Council when considering proposed encroachments. These are broad but allow something to point to when approving or denying a particular request.

**Sec. 28-144 Review by city council**

- (a) City Council shall review applications for all other encroachments not otherwise authorized administratively under this article, including those referred by City Administrator, or designee.
- (b) An approval may require the applicant and/or adjacent property owner(s) to obtain a right-of-way license use agreement and/or an aerial easement, and certificate of insurance, as determined by the City Administrator.

**Sec. 28-145 Review Criteria**

(a) Generally, encroachments within the right-of-way are discouraged. The burden is on the applicant to show that a proposed encroachment is necessary or desirable and will meet the review criteria established below.

(b) In determining whether to approve a requested encroachment, the City Administrator or City Council should consider the following criteria:

- (1) Safety. Ensure the encroachment will not pose a safety hazard to pedestrians, cyclists, motorists, or other users of the right-of-way nor interfere with access by emergency vehicles.
- (2) Visibility. Ensure the encroachment will not obstruct visibility for persons or vehicles using the roadway.
- (3) Utilities. Ensure the encroachment will not interfere with existing or future utility infrastructure within the right-of-way.
- (4) Drainage. Ensure that the encroachment will not negatively affect stormwater drainage.
- (5) Aesthetics. Ensure the encroachment will not negatively impact the aesthetics of the property, neighborhood, or right-of-way.
- (6) Duration. Consider whether the proposed encroachment is intended to be permanent or temporary.
- (7) Alternatives. Consider whether there are available alternatives to placing the encroachment within the right-of-way.

(8) Maintenance. Consider who will be responsible for maintaining the encroachment, including provision of adequate agreements to ensure necessary maintenance.

(9) Liability. If deemed necessary, the applicant has adequately indemnified the city from any risks created by the encroachment.

(10) Reversibility. Ease with which the encroachment can be removed and the area restored in the future, if necessary.

**Sec. 28-14~~5~~6 Minimum standards**

Section 28-146 establishes certain standards for all encroachments. Item (5) was removed, since those standards are adequately covered by existing visibility standards in Chapter 32 (Traffic & Vehicles) and Chapter 107 (Zoning).

All encroachments, including the exceptions, shall adhere to the following minimum development standards to the satisfaction of the City Administrator, or designee:

- (1) Be incidental and accessory to a primary use located on an adjacent property.
- (2) Shall not be located adjacent to any designated fire lane, loading or unloading zone, or block ingress or egress to any facility or utility.
- (3) Maintain a minimum four-foot unobstructed sidewalk clearance.
- (4) Maintain a minimum 18 inches from back of curb, or three feet from the edge of pavement in the absence of a curb.

~~(5) Maintain a minimum vertical clearance of:~~

- ~~a. Between three and nine feet within 15 feet of the intersection of the street surfaces of two streets, and~~
- ~~b. Between three and nine feet within 10 feet of where a driveway intersects the edge of pavement or curb of a street.~~

**Sec. 28-14~~6~~7 Revocation**

Section 28-147 allows the City Council to revoke a previously approved encroachment. This could be for a road project, installing necessary utilities or street signs, installation of sidewalks, etc.

- (a) Revocation.
  - (1) City Council reserves the right to revoke, in its sole discretion, any encroachment authorized under this article subject to the terms of any applicable written agreement or easement executed by the City.
  - (2) The City Administrator, or designee, may temporarily prohibit encroachments excepted under section 28-142 or authorized under section 28-143 subject to the same right

of appeal granted by section 28-143(e). Encroachments may be temporarily prohibited when such encroachments interfere with public construction or improvement projects, emergency management measures, or any other matter pertaining to the public health, safety, and welfare.

Other notes/discussion items:

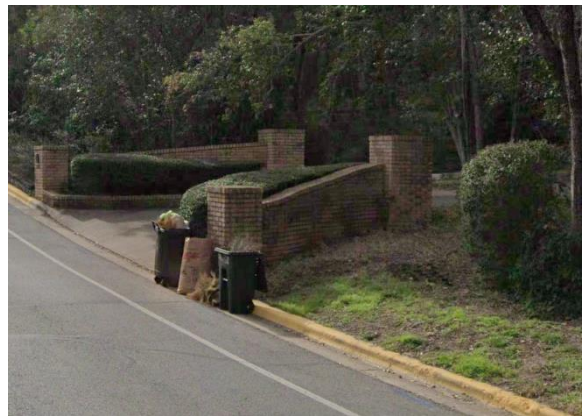
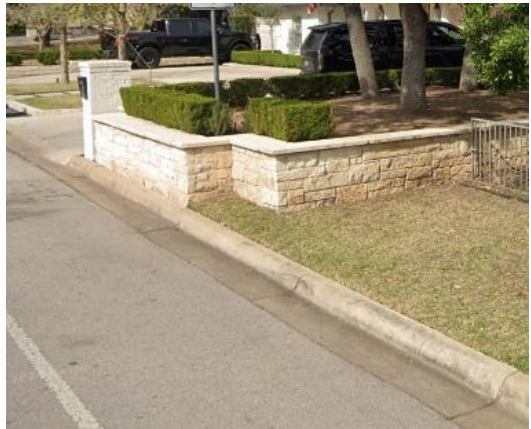
- This ordinance merely creates a process and standards for allowing encroachments within the right-of-way. Except for those items exempted (mailboxes and vegetation up to 3' in height) any encroachment would require approval, which the Administrator and City Council is not obligated to approve.
- An alternative would be to simply prohibit any encroachments within the right-of-way, basically the currently policy, but this would eliminate even the option to consider such encroachments and would not allow a property owner to make a request.
- The primary questions for the Council are:
  - Do you want to provide a process to consider encroachments with the right-of-way?
  - If so, what kinds of encroachments should be 1) exempt from the requirement, 2) approvable by the Administrator, 3) approvable by Council, or 4) specifically prohibited

Examples:

- The photos on the following page are just a few examples of existing situations (most existing in Rollingwood, but also examples from other cities). These include raised flower beds, retaining walls, steps, mailboxes, landscaping, and decorative fencing. It is not clear that any other ordinance specifically authorizes these types of encroachments in the ROW.
  - Section 107-33 addresses retaining walls by limiting them to no more than 36" within 15 feet of the front property line, but the assumption is that this is on private property, not within the right-of-way.
  - Section 107-34 addresses fencing, but subsection (e) specifically prohibits any fencing within the ROW. If this proposed ordinance is to allow decorative fencing this section may need to be modified.
  - References in the draft ordinance to protecting visibility near intersections have been removed since other city ordinances already adequately address that, including Section 32-3 - Obstructions to view at intersections (in the Traffic & Vehicles chapter) and Section 107-32 - Vision clearance (in the Zoning chapter)



Examples of encroachments:



Vol. 75 Page 257  
PLAT RECORD, TRAVIS COUNTY, TEXAS

Vol. 75 Page 257  
PLAT RECORD, TRAVIS COUNTY, TEXAS  
May 16-77 RCH B 2793 \* 7.50

# HATLEY PARK ESTATES

Measurements and locations are approximate using google maps.

58-4108



**CURVE DATA**

Curve No.	Chord	Angle	Radius	Area
1	15.00	120.00	22.50	1.50
2	15.00	120.00	22.50	1.50
3	15.00	120.00	22.50	1.50
4	15.00	120.00	22.50	1.50
5	15.00	120.00	22.50	1.50
6	15.00	120.00	22.50	1.50
7	15.00	120.00	22.50	1.50
8	15.00	120.00	22.50	1.50
9	15.00	120.00	22.50	1.50
10	15.00	120.00	22.50	1.50
11	15.00	120.00	22.50	1.50
12	15.00	120.00	22.50	1.50
13	15.00	120.00	22.50	1.50
14	15.00	120.00	22.50	1.50
15	15.00	120.00	22.50	1.50
16	15.00	120.00	22.50	1.50
17	15.00	120.00	22.50	1.50
18	15.00	120.00	22.50	1.50
19	15.00	120.00	22.50	1.50
20	15.00	120.00	22.50	1.50
21	15.00	120.00	22.50	1.50
22	15.00	120.00	22.50	1.50
23	15.00	120.00	22.50	1.50
24	15.00	120.00	22.50	1.50
25	15.00	120.00	22.50	1.50
26	15.00	120.00	22.50	1.50

Frank Hamilton  
Vol. 1453 Pg. 486

Paul Blomquist  
Vol. 1453 Pg. 1253

Bert Williams  
Vol. 184 Pg. 47

George J. Jones  
Vol. 28 Pg. 28

J.W. Farley  
Vol. 434 Pg. 1025

Leroy Winters  
Vol. 288 Pg. 54

Leroy Winters  
Vol. 2884 Pg. 534

Optimist Club of  
Western Hills  
Vol. 2986 Pg. 1078

**GENERAL NOTES**

- Installation of Septic Tanks shall conform to City of Rollingwood Sanitation Ordinance.
- Public Utility Easements ARE as shown - 7.5' at rear of each lot.
- Building Setback Line is as shown - 30' from street Right of Way.

**SYMBOLS**

- Inverse Points
- Property Corners, Iron Pin Set

STATE OF TEXAS:  
COUNTY OF TRAVIS: KNOW ALL MEN BY THESE PRESENTS

That I, George B. Hatley, owner of that certain 29.91 acres of land out of the Henry R. Hill Survey #21 Travis County, Texas, conveyed to me by deed of record in Volume 814 Page 125 of the Deed Records of Travis County, Texas, do hereby subdivide said tract in accordance with the attached plat to be known as Hatley Park Estates and do hereby dedicate to the public the streets and easements shown hereon.

Witness My Hand this 16th day of May A.D. 1977

*George B. Hatley*

RECOMMENDED FOR ACCEPTANCES

Chairperson, Planning Commission  
City of Rollingwood, Texas

Date May 16, 1977

APPROVED:

*Ed R. [Signature]* 16 May 77 Mayor, Rollingwood  
*Marjorie [Signature]* 16 May 1977 Secretary, Rollingwood

STATE OF TEXAS:  
COUNTY OF TRAVIS:

Before me, the undersigned authority, on this day personally appeared George B. Hatley, known to me to be the person whose name is subscribed to the foregoing instrument and he acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Witness My Hand and Seal of Office this the 16th day of May A.D. 1977

*Marjorie [Signature]*  
Notary Public in and for Travis County, Texas

Surveyed By Leland Barclay Date May 1, 1977  
Leland Barclay, Reg. Public Surveyor 1913

THE STATE OF TEXAS: I, DORIS SHROPSHIRE, Clerk of the County Court, County of Travis, do hereby certify that the within and foregoing instrument of Writing, with the Certificate of Authentication was filed for record in my office on the 16th day of May A.D. 1977 at 11:30 o'clock A.M., and duly recorded on the 16th day of May A.D. 1977 at 11:30 o'clock A.M., in the 257 Page of the 75 Volume of the Deed Records of said County, in Book No. 75 Page 257.

*Doris Shropshire*  
DORIS SHROPSHIRE  
Clerk of the County Court, Travis County, Texas

5824 96

Doris Shropshire, Clerk of the County Court, Travis County, Texas

*James [Signature]* Deputy

### Summary of Board and Commission Applications

Name	Boards/Commissions Applied For	Original Application Date	Updated Application Date	Notes
Rebecca Tongsinoon	P&Z	5/19/2022		
Wendi Hundley	P&Z, Utility Commission, BOA	7/10/2022	10/12/2022	
Kendra Roloson	BOA, P & Z	8/17/2022	10/12/2022	
Amy Pattillo	P & Z	9/12/2022	7/24/2023	
Dave Raymond	Park Commission	3/9/2023	3/9/2023	
Theresa Brawley	Park Commission	12/15/2023	12/15/2023	
Fred Hartman	RCDC	12/25/2023	12/25/2023	
Jaime Silver	BOA	1/22/2024	1/22/2024	
Sean Downing	P & Z	1/29/2024	1/29/2024	
Laura Michael	RCDC	1/30/2024	1/30/2024	
Amy Pattillo	BOA	1/30/2024	1/30/2024	
Richard Hoffman	BOA	3/4/2024	3/4/2024	

Updated 7/12/2024

Board/Commission Openings		Applications
PZ	None	5
BOA	1 and 3 alternates	5
UC	None	1
PC	None	2
RCDC	None	2
CRCRC	None	0

## Board of Adjustment

<u>Member Name</u>	<u>Position # - Office</u>	<u>First Appointed</u>	<u>Current Term Ends</u>
Susan Hinton	1 – MEMBER	January 2022***	December 2025
VACANT	3 – MEMBER		December 2025
Gerald Speitel	5 – MEMBER/CHAIR	July 2018*	December 2025
Keith Martinson	9 – MEMBER	<b>September 2017**</b>	December 2025
Kevin Schell	7 – MEMBER	January 2022	December 2025
Ellin Wilson	6 – Alternate-2	May 2018	December 2024
VACANT	2 – Alternate-1		December 2024
VACANT	8 – Alternate-3		December 2024
VACANT	4 – Alternate-4		December 2024

**Council Liaison(s):** Brook Brown and Sara Hutson

5 Members and 4 alternate members appointed by Mayor, subject to confirmation by City Council. Chair elected by majority of the Board. Board meets on an as needed basis.

\*Gerald Speitel was appointed as an alternate member in July 2018 and was appointed to a regular member position in January 2022.

\*\*Term of Service limitation extension granted by City Council 12-20-2023

\*\*\*Susan Hinton was appointed as an alternate member in January 2022 and was appointed to a regular member position in January 2024.

## Desiree Adair

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Monday, March 4, 2024 10:15 AM  
**To:** Desiree Adair  
**Subject:** Form submission from: Board of Adjustment (BOA) Application

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Submitted on Monday, March 4, 2024 - 10:14am

Submitted by anonymous user: 104.178.168.147

Submitted values are:

Full Name Richard G Hoffman  
Home Address 2800 Hatley Dr  
Phone Number 5129408211  
E-mail [REDACTED]

## Employment

Employer RETIRED  
Occupation ATTORNEY/CONSULTATN  
Business Address N?A

## Qualifications for Board of Adjustment

Are you a United States Citizen? Yes  
Are you eighteen (18) years of age or older? Yes  
Are you a registered voter of the City? Yes  
How long have you been a resident of Rollingwood? 17 YEARS  
Have you resided continuously in the state for twelve (12) months immediately preceding today's date? Yes  
Have you resided continuously in the City of Rollingwood for six (6) months immediately preceding today's date? Yes

been determined by a final judgment of a court exercising probate jurisdiction to be: (A) totally mentally incapacitated; or (B) partially mentally incapacitated without the right to vote? No  
Have you been finally convicted of a felony from which you have not been pardoned or otherwise released from the resulting disabilities? no

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on the Board of Adjustment. Use attachments if necessary.

Government service:

Assistant District Attorney for the county and Deputy Attorney General for the state

White House Appointee

Member of Board of Appeals

President of State Bar Association

Private Sector Experience::

Trial Lawyer and partner in law firm

CEO and Founder of venture backed Company

Consultant for venture backed company

Upload Resume (Optional)

Have you previously served on a Board or Commission? Yes

If yes, which board or commission and how long? Board of Appeals but not in Rollingwood

Please state why you wish to serve the Board of Adjustment?

Prior experience in public and private sector in related areas that would be relevant to work of this board and perhaps others.

If there are other boards that would benefit by my experience. please consider me for those positions. I am retired for all practical purposes so have the time. I spoke with one of the council members and he encouraged me to apply. Thank you for your consideration,

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/9503/submission/2840>

## Desiree Adair

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**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Wednesday, October 12, 2022 1:14 PM  
**To:** Desiree Adair  
**Subject:** Form submission from: Application for Boards and Commissions

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Submitted on Wednesday, October 12, 2022 - 1:13pm

Submitted by anonymous user: 136.49.190.163

Submitted values are:

Name Wendi Hundley  
Street Address 401 Vale Street  
Home Phone Number 512-797-1152  
Cell Phone Number 512-797-1152  
E-mail [REDACTED]

## Employment

Employer Self  
Occupation Executive  
Business Address 401 Vale Street

## Qualification for Boards and Commissions

Are you a United States Citizen? Yes  
Are you eighteen (18) years of age or older? Yes  
Are you a registered voter of the City? Yes  
How long have you been a resident of Rollingwood? 13 years  
Have you resided continuously in the state for twelve (12) months immediately preceding today's date? Yes  
Have you resided continuously in the City of Rollingwood for six (6) months immediately preceding today's date? Yes  
Have you been determined by a final judgment of a court exercising probate jurisdiction to be: (A) totally mentally incapacitated; or (B) partially mentally incapacitated without the right to vote? No  
Have you been finally convicted of a felony from which you have not been pardoned or otherwise released from the resulting disabilities? no

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. Former City Council member, Park Commission

Upload Resume (Optional)

If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve?

Board of Adjustment

- Planning and Zoning
- Utility Commission

Previous Service? Yes

If yes, which board or commission and how long? City Council 4 years, Park Commission

## Preferences

Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. I like to be of service in my community. Please note: Election Code chapter 141 (7) (a-1)

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/3451/submission/2449>



## Desiree Adair

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Tuesday, January 30, 2024 7:45 PM  
**To:** Desiree Adair  
**Subject:** Form submission from: Board of Adjustment (BOA) Application

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

Submitted on Tuesday, January 30, 2024 - 7:45pm

Submitted by anonymous user: 24.55.39.202

Submitted values are:

Full Name Amy Pattillo  
Home Address 3 Rock Way Cove, Rollingwood TX 78746  
Phone Number 5126339571  
E-mail [REDACTED]

## Employment

Employer Avecmode LLC  
Occupation General Counsel  
Business Address 3 Rock Way Cove, Rollingwood, TX 78746

## Qualifications for Board of Adjustment

Are you a United States Citizen? Yes  
Are you eighteen (18) years of age or older? Yes  
Are you a registered voter of the City? Yes  
How long have you been a resident of Rollingwood? 19+ years  
Have you resided continuously in the state for twelve (12) months immediately preceding today's date? Yes  
Have you resided continuously in the City of Rollingwood for six (6) months immediately preceding today's date? Yes  
Have you been determined by a final judgment of a court exercising probate jurisdiction to be: (A) totally mentally incapacitated; or (B) partially mentally incapacitated without the right to vote? No  
Have you been finally convicted of a felony from which you have not been pardoned or otherwise released from the resulting disabilities? no

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on the Board of Adjustment. Use attachments if necessary. Attorney  
Former Rollingwood City Council Member  
Upload Resume (Optional)  
Have you previously served on a Board or Commission? Yes  
If yes, which board or commission and how long? Parks Commission, 3 years

ate why you wish to serve the Board of Adjustment?

I'd like to volunteer in Rollingwood and serve with my neighbors through service on the Board of Adjustment.

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/9503/submission/2812>

## Desiree Adair

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Wednesday, October 12, 2022 1:23 PM  
**To:** Desiree Adair  
**Subject:** Form submission from: Application for Boards and Commissions

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Submitted on Wednesday, October 12, 2022 - 1:22pm

Submitted by anonymous user: 38.104.48.26

Submitted values are:

Name Kendra Roloson  
Street Address 301 Wallis Drive, Rollingwood, TX  
Home Phone Number 214-912-1552  
Cell Phone Number 214-912-1552  
E-mail [REDACTED]

## Employment

Employer DuBois Bryant & Campbell LLP  
Occupation Attorney  
Business Address 303 Colorado, Suite 2300, Austin, TX 78701

## Qualification for Boards and Commissions

Are you a United States Citizen? Yes  
Are you eighteen (18) years of age or older? Yes  
Are you a registered voter of the City? Yes  
How long have you been a resident of Rollingwood? Since January 2020  
Have you resided continuously in the state for twelve (12) months immediately preceding today's date? Yes  
Have you resided continuously in the City of Rollingwood for six (6) months immediately preceding today's date? Yes  
Have you been determined by a final judgment of a court exercising probate jurisdiction to be: (A) totally mentally incapacitated; or (B) partially mentally incapacitated without the right to vote? No  
Have you been finally convicted of a felony from which you have not been pardoned or otherwise released from the resulting disabilities? no

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. <https://dbcllp.com/dbc-attorneys/kendra-roloson/>  
Upload Resume (Optional)  
If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve?

- Planning and Zoning

Previous Service? No

If yes, which board or commission and how long?

## Preferences

Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. My skill set as a real estate attorney would be helpful to the City and I'd like to volunteer on either the P&Z or the BOA.

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/3451/submission/2450>

## Desiree Adair

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Monday, January 22, 2024 12:16 AM  
**To:** Desiree Adair  
**Subject:** Form submission from: Board of Adjustment (BOA) Application

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

Submitted on Monday, January 22, 2024 - 12:16am

Submitted by anonymous user: 136.49.100.247

Submitted values are:

Full Name Jaime Silver  
Home Address 2401 Hatley Dr  
Phone Number 9174022291  
E-mail [REDACTED]

## Employment

Employer N/A  
Occupation Real estate attorney  
Business Address N/A

## Qualifications for Board of Adjustment

Are you a United States Citizen? Yes  
Are you eighteen (18) years of age or older? Yes  
Are you a registered voter of the City? Yes  
How long have you been a resident of Rollingwood? Since Oct 2022  
Have you resided continuously in the state for twelve (12) months immediately preceding today's date? Yes  
Have you resided continuously in the City of Rollingwood for six (6) months immediately preceding today's date? Yes  
Have you been determined by a final judgment of a court exercising probate jurisdiction to be: (A) totally mentally incapacitated; or (B) partially mentally incapacitated without the right to vote? No  
Have you been finally convicted of a felony from which you have not been pardoned or otherwise released from the resulting disabilities? no

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on the Board of Adjustment. Use attachments if necessary.  
Prior to moving to Austin in 2021, I practiced residential real estate in New York for 20+ years. I represented high net worth individuals in connection with their purchase/sale/leasing/financing of real property. I have also been counsel to several cooperative and condominium corporations. See attached resume for more details.  
Upload Resume (Optional) [jls\\_resume\\_2023.pdf](#)

previously served on a Board or Commission? No

If yes, which board or commission and how long?

Please state why you wish to serve the Board of Adjustment?

I think given my background I can be helpful to the city and feel it's important to participate and provide a service, to the extent you're able to, in the community in which you reside and are raising your family.

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/9503/submission/2800>

**EXPERIENCE****Schulte Roth & Zabel LLP**, New York, NY

2/08- 6/21

*Real Estate Counsel***New York Super Lawyers — Rising Star (2014)**

- Sole residential real estate attorney at the firm, representing and providing guidance to firm clients, partners and associates in connection with all real estate related questions and processes, including, purchase and sale transactions, financing, survey and title matters, leasing, landlord/tenant issues and property management.
- Draft and negotiate purchase and sale agreements from developers/sponsors regarding new construction and from individuals for existing properties, brokerage agreements, leases, AIA construction agreements, boundary line agreements, easements, alteration agreements, confidentiality agreements, financing documents, including, construction loans, primary mortgages and lines of credit.
- Conduct due diligence review of leases, title reports, loan policies, new development Offering Plans/Prospectus, By-laws; loan documents and HUD-1 Settlement Statements.
- Formation of LLC's in various jurisdictions, draft LLC operating agreements and resolutions.
- Work closely with the trusts and estates group on various estate planning matters, including, disposition of real estate under a Will or otherwise, interfamily transfers of real estate to into trusts or other entities.
- Lecturer for various in-house CLE programs.

**Stroock & Stroock & Lavan LLP**, New York, NY

12/04 - 2/08

*Associate*

- Represented existing clients of the firm in their high-end residential property purchase and sale transactions.
- Counseled cooperative housing corporations and condominium associations on matters pertaining to board authority and management and shareholder/unit owner issues, as well as financing, property management and general representation. Drafted corporate documents, including certificates of incorporation, operating agreements, officer's certificates, resolutions and bylaws.
- Negotiated and drafted retail leases, management agreements, brokerage agreements, commercial and residential contracts of sale, proprietary leases, house rules, easements, rights of first refusal, indemnity agreements and construction contracts for all types of projects, including window replacement, façade restoration, roof and terrace repairs, elevator repairs and replacement and lobby renovations.
- Transfer agent for several exclusive combination cooperative and hotel residences.
- Represented developers and not-for-profit corporations in connection with a variety of real estate transactions, including acquisitions and dispositions of commercial properties, commercial mortgage lending and development transactions, Mitchell-Lama privatizations, acquisition and development transactions involving the purchase of property from the City of New York, including transactions utilizing city funding. Conducted due diligence for large joint venture and development transactions.
- Extensive dealings with all major New York property management companies, real estate brokerage firms, leasing agents and institutional lenders.

**Abrams Garfinkel Margolis Bergson LLP**, New York, NY

2/02 - 12/04

*Associate*

- Supervising attorney for high volume fast paced residential real estate closing department in a major lender representative law firm. Managed and supervised a team of five loan closers; responsible for sales, acquisitions and refinancing of residential properties.
- Established firm wide programs and protocol; responsible for loan closing procedures and mortgage financing transactions, including title and lien search review, UCC filings, document preparation, communications with lenders, real estate brokers, mortgage brokers, title insurance companies, property managers and resolution of post-closing issues.
- Drafted and negotiated residential contracts of sale, reviewed offering plans.

**Wachtell Lipton Rosen & Katz**, New York, NY

Summer 1999

*Legal Assistant*

- Assisted attorneys in the preparation of several depositions and performed client interviews.
- Researched and reviewed corporate documents and prepared witness files for depositions.
- Prepared document production for complex litigation.

## **EDUCATION**

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- J.D., New York Law School June 2002
- B.A., Political Science, State University at Albany, NY May 1999

## **MEMBERSHIPS**

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- New York State Bar Association
- New York City Bar Association





**Date:** July 10, 2024  
**To:** Mayor and Council Members of the City of Rollingwood  
**From:** Ashley Wayman, City Administrator  
**Subject:** City Administrator's Report

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Financials – Highlights of the financials through the month of June 2024:

- As of June 30, 2024, 66% of the Fiscal Year has passed.
- Property taxes collected were up 4% from the amount collected in June 2023.
- Sales taxes collected were up 23% % from the amount collected June 2023.
- The Water Fund balance is currently at \$1,053,313. The General Fund balance is at \$2,856,474.

### **Budget**

Budget season continues! In this month's budget workshop, we will be covering exceptional items for all funds and initial revenue estimates. The 2024-2025 Budget Binder can be found at the following link and will be updated throughout the summer: <https://www.rollingwoodtx.gov/finance/page/fy-2024-2025-budget-binder>

### **Police Department**

Chief Munoz attended the Texas Police Chief Leadership Series for the Bill Blackwood Law Enforcement Management Institute of Texas in Huntsville, Texas during the week of July 8-12. We are pleased that Chief Munoz continues to refine her leadership skills and participate in professional development events.

The Police Department, in coordination with Westlake Hills Police Department and Travis County Sheriff's Department, held a free VIN etching event on Saturday, July 13, 2024 from 9:00 a.m. to 11:00 a.m. at the upper park parking lot. VIN etching is a practice in which a vehicles' unique Vehicle Identification Number, or "VIN" is etched onto the vehicle's window glass. VIN etching makes a vehicle less desirable to thieves due to the increase in the vehicle's identification. VIN etching may also provide a reduction in insurance, as well as an increase in resale value of a vehicle. The event had a great turnout, and we thank the Police Department for hosting this event for residents of Rollingwood and nearby communities!

### **Boards and Commissions**

Bryce Cox, a planner with the city's law firm, DNRBSZ, put on a training for the Rollingwood Planning and Zoning Commission, Board of Adjustment and Comprehensive Residential Code Review Committee. The training covered the roles and responsibilities of each group and was very informative. The training video and presentation can be found on our website here: <https://www.rollingwoodtx.gov/bc-pz/page/joint-planning-and-zoning-board-adjustment-and-crcrc-training>

### **Electronic Meter Project**

The electronic meter project that began in June is moving at full speed. We are happy to report that the replacement phase of the meter upgrade project is over 77% complete, and we expect all meters to be switched out by the end of July. Once the meters have all been switched, we will work on sharing information about how to access individual meter read information so that residents can stay informed about their usage. Additional information about this project can be found on our website here: <https://bit.ly/RW-Meter-Project>

### **MoPac South Expansion Project**

At the conclusion of the Technical Working Group meetings, staff worked with the city's MoPac South Task Force to submit comments that relay the city's position on the many topics that were discussed during the Technical Working Group meetings. These comments can be found on our MoPac South Website at this link: <https://bit.ly/RW-MoPac-South>

### **Water CIP, Drainage Projects and Google Fiber**

Construction activities are ongoing for Water CIP Bond Program Packages 1-4 and the Hubbard/Hatley/Pickwick and Nixon/Pleasant Drainage Projects. Updates on these projects and impacts to residents can be found on our city website, under the public notices section on the front page. This page "Updates – 2023/2024 Water System Improvements" will be kept up-to-date with project progress and milestones. A full schedule of all projects can also be found on this page, and will be updated as the projects progress. Link: <https://bit.ly/RW-ProjectUpdates>

Google Fiber has completed phase one of their installation, which mirrors phase one of the city's Water CIP projects. With that now completed, the city's paving for phase one can begin. AO Services is coordinating the paving schedule, and once the schedule is confirmed, we will update the posted schedule and notify residents. Google Fiber will install their next phase when we are done with phase two of our city water/drainage projects but before we pave phase two. We do not yet have information about when Google Fiber will be set up to provide service to Rollingwood but hope to have that information to share with the community in the near future.

### **4<sup>th</sup> of July Festivities**

The Rollingwood Women's Club had another successful July 4<sup>th</sup> Parade and celebration in the park with many in attendance. We'd like to give a special thank you to the Rollingwood Public Works and Police Department for their assistance with the parade and celebration, the Rollingwood Women's Club for putting on these wonderful events, and Mayor Massingill and his family for preparing and serving food for the community!

I am available by email at [awayman@rollingwoodtx.gov](mailto:awayman@rollingwoodtx.gov) and cell phone at 737-218-8326. Please let me know if you have any questions or concerns.

Best,

Ashley Wayman  
City Administrator

### Police Department Report-June 2024

Staffing	
Authorized Staff:	10
Current Staff:	8
Hours Worked For Comp:	6
Comp Hours Spent:	0
Vacation Hours Spent:	15
Sick Hours Spent:	9
Holiday Hours Worked:	16
Holiday Hours Not Worked :	32
Hours Worked For Overtime:	6
Total Hours Worked:	920

Possible Liabilities (PD Employees Only)	
Comp Pool Liability (Dollars):	\$ 14,760
Vacation Pool Liability (Dollars):	\$ 33,579
Total Sick Pool Liability (Dollars):	\$ 30,073
Total Possible Liabilities:	\$ 79,274

Fleet	
Vehicles Authorized:	5
Vehicles Operational:	4
Gasoline Used (gal):	289
Total Miles Driven:	2,151

Police Activity	
Calls for Service	
Calls Dispatched:	46
Self Assigned Calls:	69
Total Calls for Service:	115
Agency Assists:	53
Police Reports:	6
Theft/Burglary Reports:	0
Arrests	
Misdemeanor Arrests:	0
Felony Arrests:	0
Total Arrests:	0
Proactive Citizen Contacts:	6
Vehicle Accidents	
Minor Accidents:	2
Major Accidents:	0
Total Vehicle Accidents:	2

Ordinance Violations	
Construction:	5
Solicitation:	1
Noise:	0
Tree Related:	0
Animal Related:	0
Total Citations Issued	3
Total Warnings Issued	2
All Others:	0
Total Ordinance Violations:	6

Traffic Initiatives	
Location 1: Riley traffic from Zilker Park	
Citations/Warnings issued at this Location:	4
Location 2: Park Zone	
Citations/Warnings Issued at this Location:	26
Location 3: Bee Caves	
Citations/Warnings Issued at this Location:	45
Total Citations/Warnings issued during traffic initiatives:	75

Traffic Enforcement	
Total Citations issued:	48
Total Warnings issued:	59
Total Citations and Warnings:	107

Location of Traffic Stops	
City Roadways:	53
Bee Caves Road:	41
Total Traffic Stops:	94

Type of Violations	
Moving Violations:	92
Non-Moving Violations:	21
Total Violations:	113

Parking Violations	
Total Citations issued:	17
Total Warnings issued:	4
Total Citations and Warnings:	21

Chief's Blotter	
*June 11th & 12th Blues on The Green, No Parking Violations and No Traffic Issues	*June 16th Officer Ben Bishop started with the Rollingwood Police Department and is currently on Phase 1 Training.
	*June 19th & 20th Officer Howe and Officer Godbey attended AAIR Active Attack Integrated Response Training.

Chief of Police Report - 2024

Staffing:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Authorized Staff:	10	10	10	10	10	10	0	0	0	0	0	0
Current Staff:	6	6	7	7	7	8	0	0	0	0	0	0
Hours Worked For Comp:	0	9	6	6	9	6	0	0	0	0	0	0
Comp Hours Spent:	51	0	0	0	0	0	0	0	0	0	0	0
Vacation Hours Spent:	52	48	64	36	62	15	0	0	0	0	0	0
Sick Hours Spent:	16	63	0	10	27	9	0	0	0	0	0	0
Holiday Hours Worked:	80	56	0	16	0	16	0	0	0	0	0	0
Holiday Hours Not Worked :	80	80	0	32	0	32	0	0	0	0	0	0
Hours Worked For Overtime:	0	12	8	24	36	6	0	0	0	0	0	0
Total Hours Worked:	904	1219	736	898	921	920	0	0	0	0	0	0

Possible Liabilities (PD Employees Only)												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Comp Pool Liability (Dollars):	\$ 14,312	\$14,871	\$15,077	\$ 15,282	\$ 15,739	\$ 14,760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vacation Pool Liability (Dollars):	\$ 38,724	\$35,327	\$35,401	\$ 36,010	\$ 35,067	\$ 33,579	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Sick Pool Liability (Dollars):	\$ 28,018	\$27,358	\$29,247	\$ 30,768	\$ 34,544	\$ 30,073	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Possible Liabilities:	\$ 81,054	\$77,556	\$79,725	\$ 82,060	\$ 85,350	\$ 78,412	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Fleet:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Vehicles Authorized:	5	5	5	5	5	5	0	0	0	0	0	0
Vehicles Operational:	4	4	4	4	4	4	0	0	0	0	0	0
Gasoline Used (gal):	232	227	250	248	292	289	0	0	0	0	0	0
Total Miles Driven:	2177	2,005	2357	2004	2073	2151	0	0	0	0	0	0

Police Activity:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Calls for Service</b>												
Call dispatched:	34	51	68	53	42	46	0	0	0	0	0	0
Self assigned calls:	87	78	106	141	58	69	0	0	0	0	0	0
Total Calls for Service:	121	129	174	194	100	115	0	0	0	0	0	0
Total Agency Assists:	37	46	67	72	67	53	0	0	0	0	0	0
Criminal Offense Reports:	14	19	17	17	10	6	0	0	0	0	0	0
Theft/Burglary Reports:	0	4	1	3	4	0	0	0	0	0	0	0
<b>Arrests</b>												
Misdemeanor Arrests:	1	1	1	0	0	0	0	0	0	0	0	0
Felony Arrests:	0	0	0	1	0	0	0	0	0	0	0	0
Total Arrests:	1	1	1	1	0	0	0	0	0	0	0	0
Proactive Citizen Contacts:	3	0	0	3	2	6	0	0	0	0	0	0
<b>Vehicle Accidents</b>												
Minor Accidents:	4	3	2	2	0	2	0	0	0	0	0	0
Major Accidents:	0	0	1	2	2	0	0	0	0	0	0	0
Total Vehicle Accidents:	4	3	3	4	2	2	0	0	0	0	0	0

Ordinance Violations:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Construction:	10	1	1	4	5	5	0	0	0	0	0	0
Solicitation:	0	1	0	0	1	1	0	0	0	0	0	0



**Municipal Court**

City of Rollingwood Monthly Stats - Fiscal Year 2023-2024

**Municipal Court**

Violations Filed by Date													
	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Traffic	45	49	13	48	27	25	57	47	36				347
State Law	0	1	0	3	1	0	0	2	1				8
City Ordinance	171	3	2	10	0	2	6	4	5				203
Parking	5	1	0	4	3	3	8	11	12				47
<b>Total Violations</b>	<b>221</b>	<b>54</b>	<b>15</b>	<b>65</b>	<b>31</b>	<b>30</b>	<b>71</b>	<b>64</b>	<b>54</b>				<b>605</b>

Completed Cases													
Paid Fine	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Traffic	10	11	10	9	10	2	17	15	12				96
State Law	0	0	0	1	2	0	0	0	0				3
City Ordinance	51	26	2	7	0	3	4	3	3				99
Parking	1	0	1	3	2	1	3	4	7				22
<b>Total Paid Fines</b>	<b>62</b>	<b>37</b>	<b>13</b>	<b>20</b>	<b>14</b>	<b>6</b>	<b>24</b>	<b>22</b>	<b>22</b>				<b>220</b>
Before Judge	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Traffic	7	24	7	7	6	7	8	16	9				91
State Law	0	0	0	0	0	0	0	0	0				0
City Ordinance	0	3	9	13	2	4	6	4	0				41
Parking	0	0	1	2	0	0	1	3	4				11
<b>Total Before Judge</b>	<b>7</b>	<b>27</b>	<b>17</b>	<b>22</b>	<b>8</b>	<b>11</b>	<b>15</b>	<b>23</b>	<b>13</b>				<b>143</b>
By Jury	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
Total Completed	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
<b>Total Completed</b>	<b>69</b>	<b>64</b>	<b>30</b>	<b>42</b>	<b>22</b>	<b>17</b>	<b>39</b>	<b>45</b>	<b>35</b>				<b>363</b>

Other Completed													
Dismissed DSC. Sec. 2	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Traffic	9	6	4	20	7	2	6	3	6				63
State Law	0	0	0	0	0	0	0	0	0				0
City Ordinance	0	0	0	0	0	0	0	0	0				0
Parking	0	0	0	0	0	0	0	0	0				0
<b>Total</b>	<b>9</b>	<b>6</b>	<b>4</b>	<b>20</b>	<b>7</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>6</b>				<b>63</b>
Dismissed After Deferred Disp.	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Traffic	11	1	1	10	4	0	10	3	2				42
State Law	0	0	0	1	0	0	0	0	0				1
City Ordinance	0	1	0	0	0	0	0	0	1				2
Parking	0	0	0	0	0	0	0	0	1				1
<b>Total</b>	<b>11</b>	<b>2</b>	<b>1</b>	<b>11</b>	<b>4</b>	<b>0</b>	<b>10</b>	<b>3</b>	<b>4</b>				<b>46</b>
Dismissed By Presenting Insurance	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Traffic	0	0	0	1	0	0	0	0	0				1

**Municipal Court**

<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Voided Docket</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Jan-00</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
Traffic	0	0	1	0	0	0	0	0	0				1
State Law	0	0	0	0	0	0	0	0	0				0
Parking	0	0	0	0	0	0	0	0	0				0
City Ordinance	0	1	0	0	0	0	0	0	0				1
<b>Total</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>2</b>
<b>Dismissed by Judge</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
Traffic	0	0	1	0	0	0	0	0	0				1
State Law	0	0	0	0	0	0	0	0	0				0
City Ordinance	0	0	0	0	0	0	0	0	0				0
Parking	0	0	0	0	0	0	0	0	0				0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>1</b>
<b>Dismissed/ Compliance</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
Traffic	2	2	4	3	1	0	7	2	6				27
State Law	0	0	0	0	0	7	0	0	0				7
City Ordinance	0	0	0	2	0	0	0	0	0				2
Parking	0	0	1	0	0	0	0	0	0				1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>1</b>	<b>7</b>	<b>7</b>	<b>2</b>	<b>6</b>				<b>37</b>
<b>Dismissed by Prosecutor</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
Traffic	0	0	2	1	0	1	4	3	1				12
State Law	0	0	0	0	0	0	1	0	0				1
City Ordinance	0	1	5	2	0	3	2	0	0				13
Parking	0	0	1	0	0	1	0	0	0				2
<b>Total</b>	<b>0</b>	<b>1</b>	<b>8</b>	<b>3</b>	<b>0</b>	<b>5</b>	<b>7</b>	<b>3</b>	<b>1</b>				<b>28</b>
<b>Total other Completed</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
<b>Total other Completed</b>	<b>22</b>	<b>12</b>	<b>20</b>	<b>40</b>	<b>12</b>	<b>14</b>	<b>30</b>	<b>11</b>	<b>17</b>				<b>54</b>
<b>Grand Total Completed</b>	<b>91</b>	<b>76</b>	<b>50</b>	<b>82</b>	<b>34</b>	<b>31</b>	<b>69</b>	<b>56</b>	<b>52</b>				<b>217</b>

<b>Warrants</b>													
<b>Issued</b>	<b>Oct-23</b>	<b>Nov-23</b>	<b>Dec-23</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
Traffic	1	0	0	19	0	0	0	0	11				31
State Law	0	0	0	0	0	0	0	0	0				0
City Ordinance	0	0	0	1	0	0	0	0	5				6
Parking	0	0	0	0	0	0	0	0	1				1
<b>Total Warrants Issued</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>				<b>38</b>
<b>Cleared</b>	<b>Oct-23</b>	<b>Nov-24</b>	<b>Dec-24</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Total</b>
Traffic	8	4	0	2	2	0	3	3	1				23
State Law	0	0	0	0	0	0	0	0	0				0
City Ordinance	0	0	0	0	0	0	0	0	0				0
Parking	0	0	0	1	0	0	0	0	0				1
<b>Total Warrants Cleared</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>1</b>				<b>24</b>

**Municipal Court**

<b>Change in Total Warrants</b>	-7	4-	0	3-	2-	0	3-	3-	16				9
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<b>Other Paid Cases</b>													
Paid Fines	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
<b>Total Other Paid Fines</b>	10	25	22	4	4	18	6	5	17				111

<b>Payment Process Methods</b>													
Paid Fines	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Municipal Court Clerk	19	29	16	24	11	23	27	21	21				191
Online	65	53	21	35	14	13	30	40	29				300
<b>Total</b>	<b>84</b>	<b>82</b>	<b>37</b>	<b>59</b>	<b>25</b>	<b>36</b>	<b>57</b>	<b>61</b>	<b>50</b>				<b>491</b>

<b>Fees and Fines Paid FY 2023-2024</b>													
	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Total
Administrative Fee	\$ 5.39		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 5.39
Administrative \$20.00			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Arrest Fee	\$ 387.64	\$ 390.95	\$ 283.15	\$ 267.90	\$ 99.61	\$ 154.35	\$ 231.91	\$ 210.29	\$ 238.61				\$ 2,264.41
Bond Forfeiture			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
CCC04-Consolidated Court Cost		\$ 40.00	\$ -	\$ -	\$ -	\$ 36.26	\$ 48.73	\$ 120.00	\$ -				\$ 244.99
CS2 Child Safety Fee			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Civil Justice Fee Court		\$ 0.01	\$ -	\$ -	\$ -	\$ 0.01	\$ 0.01	\$ 0.02	\$ -				\$ 0.05
Civil Justice Fee State		\$ 0.09	\$ -	\$ -	\$ -	\$ 0.08	\$ 0.02	\$ 0.18	\$ -				\$ 0.37
Court Tech Fund		\$ 4.00	\$ -	\$ -	\$ -	\$ 3.63	\$ 4.87	\$ 12.00	\$ -				\$ 24.50
DSC Admin Fee	\$ 100.00	\$ 50.00	\$ 110.00	\$ 110.00	\$ 22.26	\$ 30.00	\$ 70.00	\$ 60.00	\$ 80.00				\$ 632.26
Fine	\$ 13,718.90	\$ 12,250.70	\$ 6,416.80	\$ 7,851.50	\$ 1,591.40	\$ 3,478.50	\$ 6,716.54	\$ 5,442.70	\$ 4,168.60				\$ 61,635.64
Indigent Defense Fee		\$ 2.00	\$ -	\$ -	\$ -	\$ 1.81	\$ 2.44	\$ 6.00	\$ -				\$ 12.25
JFCI- Judicial Fee - City		\$ 0.60	\$ -	\$ -	\$ -	\$ 0.54	\$ 0.73	\$ 1.80	\$ -				\$ 3.67
JFCT2-Judicial Fee-State		\$ 5.40	\$ -	\$ -	\$ -	\$ 4.89	\$ 6.58	\$ 16.20	\$ -				\$ 33.07
Muni. Court Bldg. Sec.		\$ 3.00	\$ -	\$ -	\$ -	\$ 2.72	\$ 3.66	\$ 9.00	\$ -				\$ 18.38
State Jury Fee		\$ 4.00	\$ -	\$ -	\$ -	\$ 3.63	\$ 4.87	\$ 12.00	\$ -				\$ 24.50
State Traffic Fee		\$ 30.00	\$ -	\$ -	\$ -	\$ 27.19	\$ 6.55	\$ 30.00	\$ 1,800.00				\$ 1,893.74
TFC	\$ 78.77	\$ 98.84	\$ 80.68	\$ 94.00	\$ 32.94	\$ 40.67	\$ 79.98	\$ 69.00	\$ 108.00				\$ 682.88
Truancy Prevention		\$ 2.00	\$ -	\$ -	\$ -	\$ 1.81	\$ 2.44	\$ 6.00	\$ -				\$ 12.25
Omni Fees State			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Omni Base Vendor			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Local Municipal Jury Fund (LMJF)	\$ 7.74	\$ 7.72	\$ 5.65	\$ 5.35	\$ 1.99	\$ 2.98	\$ 4.48	\$ 3.89	\$ 4.74				\$ 44.54
CCC 2020 (CCC20)	\$ 2,062.77	\$ 2,847.89	\$ 2,506.51	\$ 2,328.75	\$ 987.38	\$ 1,548.03	\$ 2,118.63	\$ 2,049.86	\$ 2,153.24				\$ 18,603.06
Local Court Technology Fund	\$ 310.12	\$ 308.77	\$ 226.55	\$ 214.32	\$ 79.70	\$ 119.87	\$ 180.69	\$ 156.25	\$ 190.93				\$ 1,787.20



**Municipal Court**

Local Truancy Prevention Fund	\$ 387.64	\$ 385.95	\$ 283.15	\$ 267.90	\$ 99.61	\$ 149.82	\$ 225.82	\$ 195.29	\$ 238.61				\$ 2,233.79
State Traffic Fee (STF19)	\$ 1,312.89	\$ 1,597.21	\$ 1,344.62	\$ 1,566.70	\$ 548.92	\$ 632.47	\$ 1,322.09	\$ 1,100.00	\$ -				\$ 9,424.90
Local Building Security Fund (LMCBSF)	\$ 379.88	\$ 378.24	\$ 277.50	\$ 262.55	\$ 97.63	\$ 146.84	\$ 221.34	\$ 191.40	\$ 233.87				\$ 2,189.25
TLFTA3Local Omni Base Fee		\$ 4.00	\$ -	\$ -	\$ -	\$ -	\$ 0.87	\$ 12.00	\$ -				\$ 16.87
TLFTA2 OMNI BASE VENDOR		\$6.00	\$ -	\$ -	\$ -	\$ -	\$ 1.31	\$ 18.00	\$ -				\$ 25.31
TLFTA1 OMNI FEES STATE		\$20.00	\$ -	\$ -	\$ -	\$ -	\$ 4.36	\$ 60.00	\$ -				\$ 84.36
Time Pmt. Plan - Local	\$ 2.58	\$ 2.57	\$ 2.06	\$ 0.21	\$ 10.00	\$ 17.55	\$ 2.45	\$ 3.21	\$ -				\$ 40.63
Time Pmt. Plan - Efficiency			\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ -	\$ -				\$ 15.00
Time Pmt. Plan - State	\$ 3.87	\$ 3.86	\$ 3.09	\$ 0.32	\$ 12.50	\$ 9.44	\$ 3.06	\$ 4.81	\$ -				\$ 40.95
Warrant Fee	\$ 150.00	\$ 200.00	\$ -	\$ 150.00	\$ 50.00	\$ 50.00	\$ 127.50	\$ 150.00	\$ 100.00				\$ 977.50
Collection Agency Fee	\$ 216.54	\$ 200.07	\$ 58.04	\$ 160.44	\$ 63.06	\$ 266.68	\$ 235.32	\$ 270.93	\$ 84.57				\$ 1,555.65
<b>Total Fees/Fines Paid</b>	<b>\$ 19,124.73</b>	<b>\$ 18,843.87</b>	<b>\$ 11,597.80</b>	<b>\$ 13,279.94</b>	<b>\$ 3,697.00</b>	<b>\$ 6,744.77</b>	<b>\$ 11,627.25</b>	<b>\$ 10,210.83</b>	<b>\$ 9,401.17</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 104,527.36</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
ADMINISTRATION	2,903,033.00	90,740.02	2,488,052.36	85.71	414,980.64
DEVELOPMENT SERVICES	99,750.00	9,973.50	112,567.92	112.85 (	12,817.92)
SANITATION	0.00	41.92	314.40	0.00 (	314.40)
UTILITY BILLING	120,000.00	0.00	0.00	0.00	120,000.00
STREETS	150,000.00	8,436.45	56,900.56	37.93	93,099.44
POLICE	2,250.00	55.00	3,002.34	133.44 (	752.34)
COURT	42,750.00	4,514.10	75,701.81	177.08 (	32,951.81)
PARK DEPARTMENT	40,200.00	475.00	13,219.25	32.88	26,980.75
PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>3,357,983.00</b>	<b>114,235.99</b>	<b>2,749,758.64</b>	<b>81.89</b>	<b>608,224.36</b>
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	664,939.00	74,387.52	577,833.40	86.90	87,105.60
DEVELOPMENT SERVICES	328,366.00	23,706.12	171,087.94	52.10	157,278.06
SANITATION	157,500.00	26,275.72	139,310.93	88.45	18,189.07
UTILITY BILLING	123,715.00	7,275.50	75,397.85	60.94	48,317.15
STREETS	302,963.00	11,402.55	68,303.11	22.55	234,659.89
POLICE	1,605,045.00	132,662.08	932,189.53	58.08	672,855.47
COURT	92,090.00	8,324.28	66,914.25	72.66	25,175.75
PARK DEPARTMENT	118,480.00	7,732.80	71,077.96	59.99	47,402.04
PUBLIC WORKS	66,550.00	15,299.94	27,976.52	42.04	38,573.48
<b>TOTAL EXPENDITURES</b>	<b>3,459,648.00</b>	<b>307,066.51</b>	<b>2,130,091.49</b>	<b>61.57</b>	<b>1,329,556.51</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 101,665.00)</b>	<b>( 192,830.52)</b>	<b>619,667.15</b>		<b>( 721,332.15)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>ADMINISTRATION</b>					
<b>TAXES</b>					
100-4-10-4000 CURRENT PROPERTY TAXES	1,488,016.00	732.62	1,447,153.96	97.25	40,862.04
100-4-10-4020 PENALTY & INTEREST ON TAXES	10,000.00	328.27	65,760.59	657.61 (	55,760.59)
100-4-10-4030 GROSS RECEIPTS TAX (GAS)	25,000.00	0.00	21,050.83	84.20	3,949.17
100-4-10-4035 TELECOMMUNICATIONS TAX	20,000.00	0.00	15,504.96	77.52	4,495.04
100-4-10-4036 MIXED BEVERAGE TAX	5,000.00	435.80	3,594.51	71.89	1,405.49
100-4-10-4037 4-B SALES TAX	150,000.00	17,447.62	161,630.91	107.75 (	11,630.91)
100-4-10-4040 CITY SALES TAX	625,000.00	69,790.49	646,523.67	103.44 (	21,523.67)
100-4-10-4050 FRANCHISE TAX (CABLE TV)	5,000.00	0.00	2,439.00	48.78	2,561.00
100-4-10-4051 ELECT UTIL FRANCHISE FEE	95,000.00	0.00	51,415.66	54.12	43,584.34
TOTAL TAXES	2,423,016.00	88,734.80	2,415,074.09	99.67	7,941.91
<b>CHARGE FOR SERVICES</b>					
100-4-10-4209 RCDC ADMINISTRATION FEES	72,000.00	0.00	0.00	0.00	72,000.00
100-4-10-4236 WATER FUND ADMIN FEE	65,000.00	0.00	0.00	0.00	65,000.00
100-4-10-4237 WASTEWATER FD ADMIN FEE	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL CHARGE FOR SERVICES	177,000.00	0.00	0.00	0.00	177,000.00
<b>LICENSE &amp; PERMITS</b>					
100-4-10-4316 SOLICITAION PERMIT FEES	100.00	0.00	100.00	100.00	0.00
TOTAL LICENSE & PERMITS	100.00	0.00	100.00	100.00	0.00
<b>INVESTMENT INCOME</b>					
100-4-10-4400 INTEREST INCOME	10,000.00	1,527.22	14,354.86	143.55 (	4,354.86)
100-4-10-4401 INTEREST INCOME - CHECKING	1,000.00	213.40	1,524.83	152.48 (	524.83)
100-4-10-4405 INTEREST INCOME - TAX NOTES	500.00	164.60	1,504.28	300.86 (	1,004.28)
TOTAL INVESTMENT INCOME	11,500.00	1,905.22	17,383.97	151.16 (	5,883.97)
<b>MISCELLANEOUS REVENUE</b>					
100-4-10-4540 MISCELLANEOUS RECEIPTS	50.00	100.00	204.00	408.00 (	154.00)
100-4-10-4565 GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
100-4-10-4566 OPIOD SETTLEMENT DISTRIBUTION	100.00	0.00	290.30	290.30 (	190.30)
100-4-10-4578 PROCEEDS FROM CAPITAL LEASE	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	150.00	100.00	494.30	329.53 (	344.30)
<b>OTHER REVENUE</b>					
100-4-10-4700 UNEXPENDED BALANCE TRANSFER	236,267.00	0.00	0.00	0.00	236,267.00
100-4-10-4738 ACL REVENUES	55,000.00	0.00	55,000.00	100.00	0.00
TOTAL OTHER REVENUE	291,267.00	0.00	55,000.00	18.88	236,267.00
<b>TOTAL ADMINISTRATION</b>	<b>2,903,033.00</b>	<b>90,740.02</b>	<b>2,488,052.36</b>	<b>85.71</b>	<b>414,980.64</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

75.00% OF FISCAL YEAR

100-GENERAL FUND

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>DEVELOPMENT SERVICES</b>					
<b>CHARGE FOR SERVICES</b>					
100-4-15-4210 BOARD OF ADJUSTMENT FEES	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGE FOR SERVICES	0.00	0.00	0.00	0.00	0.00
<b>LICENSE &amp; PERMITS</b>					
100-4-15-4301 TREE REMOVAL AND REPLACEMENT	2,500.00	340.00	2,225.00	89.00	275.00
100-4-15-4302 INSPECTIONS	35,000.00	1,275.00	35,522.75	101.49 (	522.75)
100-4-15-4303 BUILDING FEES	60,000.00	6,708.50	61,676.17	102.79 (	1,676.17)
100-4-15-4304 ZONING CHANGE	0.00 (	10.00)	0.00	0.00	0.00
100-4-15-4305 SIGN FEES	250.00	0.00	275.00	110.00 (	25.00)
100-4-15-4306 EMERGENCY & UTILITIES PERMITS	0.00	0.00	0.00	0.00	0.00
100-4-15-4307 APPLICATION FILING FEE	250.00	160.00	1,060.00	424.00 (	810.00)
100-4-15-4308 PUBLISH / NOTICE FEE	0.00	0.00	4,209.00	0.00 (	4,209.00)
100-4-15-4309 CONSTRUCTION ROW PERMIT	0.00	0.00	150.00	0.00 (	150.00)
100-4-15-4310 PLAT FEES	1,500.00	0.00	0.00	0.00	1,500.00
100-4-15-4311 VARIANCE FEES	250.00	1,500.00	1,800.00	720.00 (	1,550.00)
100-4-15-4312 CERTIFICATE OF OCCUPANCY	0.00	0.00	1,650.00	0.00 (	1,650.00)
100-4-15-4313 ELEVATION AND HEIGHT ELEVATION	0.00	0.00	4,000.00	0.00 (	4,000.00)
TOTAL LICENSE & PERMITS	99,750.00	9,973.50	112,567.92	112.85 (	12,817.92)
TOTAL DEVELOPMENT SERVICES	99,750.00	9,973.50	112,567.92	112.85 (	12,817.92)
<b>SANITATION</b>					
<b>UTILITY REVENUE</b>					
100-4-20-4620 ADDITIONAL RECYCLING CHARGE	0.00	41.92	314.40	0.00 (	314.40)
TOTAL UTILITY REVENUE	0.00	41.92	314.40	0.00 (	314.40)
TOTAL SANITATION	0.00	41.92	314.40	0.00 (	314.40)
<b>UTILITY BILLING</b>					
<b>MISCELLANEOUS REVENUE</b>					
100-4-25-4579 WATER REVENUE-TRANSFER IN	60,000.00	0.00	0.00	0.00	60,000.00
100-4-25-4580 WASTEWATER REV-TRANSFER IN	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL MISCELLANEOUS REVENUE	120,000.00	0.00	0.00	0.00	120,000.00
TOTAL UTILITY BILLING	120,000.00	0.00	0.00	0.00	120,000.00

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

REVENUES	75.00% OF FISCAL YEAR				
	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>STREETS</b>					
<b>OTHER REVENUE</b>					
100-4-30-4721 TRANSFER FROM STREET MAINT	150,000.00	8,436.45	56,900.56	37.93	93,099.44
100-4-30-4722 UNEXPENDED BALANCE TRANSFER	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	150,000.00	8,436.45	56,900.56	37.93	93,099.44
TOTAL STREETS	150,000.00	8,436.45	56,900.56	37.93	93,099.44
<b>POLICE</b>					
<b>MISCELLANEOUS REVENUE</b>					
100-4-40-4542 POLICE MISCELLANEOUS REVENUE	250.00	15.00	105.00	42.00	145.00
100-4-40-4558 VEHICLE OPERATIONS	1,000.00	40.00	600.00	60.00	400.00
100-4-40-4567 LEASE FUNDS	1,000.00	0.00	2,297.34	229.73 (	1,297.34)
TOTAL MISCELLANEOUS REVENUE	2,250.00	55.00	3,002.34	133.44 (	752.34)
TOTAL POLICE	2,250.00	55.00	3,002.34	133.44 (	752.34)
<b>COURT</b>					
<b>COURT REVENUE</b>					
100-4-50-4100 COURT FINES	35,000.00	3,390.95	62,966.53	179.90 (	27,966.53)
100-4-50-4101 COLLECTION AGENCY FEES	1,000.00	84.57	1,555.65	155.57 (	555.65)
100-4-50-4105 MUNI COURT BLDG SECURITY	50.00	0.00	0.00	0.00	50.00
100-4-50-4110 ADMINISTRATIVE COURT FEES	3,000.00	526.61	4,727.56	157.59 (	1,727.56)
100-4-50-4127 DRIVER SAFETY COURSE ADM FEE	100.00	0.00	0.00	0.00	100.00
100-4-50-4128 TRUANCY PREVENTION FUND	1,000.00	238.61	2,291.04	229.10 (	1,291.04)
100-4-50-4155 CHILD SAFETY REVENUE	1,000.00	0.00	1,109.41	110.94 (	109.41)
100-4-50-4190 TRUANCY PREVENTION & DIVERSI	0.00	0.00	0.00	0.00	0.00
100-4-50-4191 MUNICIPAL COURT TECHNOLOGY	0.00	0.00	0.00	0.00	0.00
100-4-50-4192 MUNICIPAL JURY FUND	50.00	4.74	45.44	90.88	4.56
TOTAL COURT REVENUE	41,200.00	4,245.48	72,695.63	176.45 (	31,495.63)
<b>MISCELLANEOUS REVENUE</b>					
100-4-50-4526 CREDIT-DEBIT CARD FEES	1,500.00	268.62	3,006.18	200.41 (	1,506.18)
100-4-50-4540 MISCELLANEOUS RECEIPTS	50.00	0.00	0.00	0.00	50.00
TOTAL MISCELLANEOUS REVENUE	1,550.00	268.62	3,006.18	193.95 (	1,456.18)
TOTAL COURT	42,750.00	4,514.10	75,701.81	177.08 (	32,951.81)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>PARK DEPARTMENT</b>					
<b>LICENSE &amp; PERMITS</b>					
100-4-55-4319 COMMERCIAL PARK PERMITS	5,000.00	475.00	8,219.25	164.39 (	3,219.25)
100-4-55-4320 FIELD LEASE	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL LICENSE & PERMITS	40,000.00	475.00	8,219.25	20.55	31,780.75
<b>INVESTMENT INCOME</b>					
100-4-55-4400 INTEREST INCOME - LEASES	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	0.00	0.00	0.00	0.00	0.00
<b>MISCELLANEOUS REVENUE</b>					
100-4-55-4523 DONATIONS-COMM EDUC GARGEN	100.00	0.00	0.00	0.00	100.00
100-4-55-4555 DONATIONS - PARK	100.00	0.00	5,000.00	5,000.00 (	4,900.00)
TOTAL MISCELLANEOUS REVENUE	200.00	0.00	5,000.00	2,500.00 (	4,800.00)
<b>TOTAL PARK DEPARTMENT</b>	<b>40,200.00</b>	<b>475.00</b>	<b>13,219.25</b>	<b>32.88</b>	<b>26,980.75</b>
<b>PUBLIC WORKS</b>					
<b>MISCELLANEOUS REVENUE</b>					
100-4-65-4565 GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<b>OTHER REVENUE</b>					
100-4-65-4700 UNEXPENDED BALANCE TRANSFER	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PUBLIC WORKS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>3,357,983.00</b>	<b>114,235.99</b>	<b>2,749,758.64</b>	<b>81.89</b>	<b>608,224.36</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>ADMINISTRATION</b>					
<b>PERSONNEL</b>					
100-5-10-5000 SALARY	111,547.00	8,926.84	77,652.20	69.61	33,894.80
100-5-10-5002 HOLIDAY COMPENSATION	7,000.00	0.00	6,999.98	100.00	0.02
100-5-10-5006 OVERTIME/PLANNED OVERTIME	0.00	0.00	0.00	0.00	0.00
100-5-10-5007 STIPENDS/CERTIFICATIONS	4,270.00	0.00	1,770.02	41.45	2,499.98
100-5-10-5009 RETIREMENT PAYOUT RESERVE	15,000.00	0.00	0.00	0.00	15,000.00
100-5-10-5010 TRAINING / TEAM BUILDING	10,000.00	397.38	2,774.58	27.75	7,225.42
100-5-10-5020 HEALTH INSURANCE	9,200.00	796.34	7,152.90	77.75	2,047.10
100-5-10-5030 WORKERS COMP INSURANCE	3,000.00	0.00	2,912.84	97.09	87.16
100-5-10-5035 SOCIAL SECURITY/MEDICARE	9,396.00	682.90	6,645.91	70.73	2,750.09
100-5-10-5040 UNEMPLOYMENT COMP INSUR	110.00	1.06	130.28	118.44 (	20.28)
100-5-10-5050 TX MUNICIPAL RETIREMENT SYS	15,966.00	1,157.81	10,664.05	66.79	5,301.95
100-5-10-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	185,489.00	11,962.33	116,702.76	62.92	68,786.24
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-10-5101 FAX / COPIER	2,500.00	148.50	1,827.02	73.08	672.98
100-5-10-5103 PRINTING & REPRODUCTION	3,000.00	0.00	1,000.27	33.34	1,999.73
100-5-10-5110 POSTAGE	2,000.00	0.00	644.05	32.20	1,355.95
100-5-10-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-10-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-10-5120 SUBSCRIPTIONS & MEMBERSHIPS	5,000.00	0.00	3,328.17	66.56	1,671.83
100-5-10-5125 TRAVEL	3,000.00	997.78	5,574.64	185.82 (	2,574.64)
100-5-10-5140 TELEPHONE	2,500.00	376.15	2,094.58	83.78	405.42
100-5-10-5157 RECORDS MANAGEMENT	4,000.00	517.43	3,852.45	96.31	147.55
100-5-10-5158 OFFICE SUPPLIES	7,000.00	399.67	3,551.95	50.74	3,448.05
100-5-10-5198 MAINT & SUPPLIES - JANITORIAL	6,000.00	420.00	3,780.00	63.00	2,220.00
TOTAL SUPPLIES & OPERATION EXP	35,000.00	2,859.53	25,653.13	73.29	9,346.87
<b>CONTRACTUAL SERVICES</b>					
100-5-10-5201 COLLECTION AGENCY FEES	0.00	0.00	0.00	0.00	0.00
100-5-10-5204 LEGAL SERVICES - MOPAC	0.00	0.00	0.00	0.00	0.00
100-5-10-5207 LEGAL SERVICES - CODE REVIEW	0.00	0.00	0.00	0.00	0.00
100-5-10-5210 LEGAL SERVICES	90,000.00	14,644.30	58,105.67	64.56	31,894.33
100-5-10-5211 LEGAL SERVICES - TPIA	7,500.00	168.00	3,259.98	43.47	4,240.02
100-5-10-5214 EMERGENCY NOTIFICATION SYS	1,500.00	0.00	1,364.25	90.95	135.75
100-5-10-5217 PAYROLL SERVICES	6,000.00	626.64	5,973.40	99.56	26.60
100-5-10-5226 DRUG TESTING	100.00	0.00	0.00	0.00	100.00
100-5-10-5227 BILINGUAL ASSESSMENT	200.00	0.00	0.00	0.00	200.00
100-5-10-5230 AUDIT	20,000.00	0.00	21,612.00	108.06 (	1,612.00)
100-5-10-5231 HEALTH FEE / TRAVIS COUNTY	1,500.00	0.00	0.00	0.00	1,500.00
100-5-10-5236 COMMUNICATIONS & OUTREACH	5,000.00	0.00	12,981.88	259.64 (	7,981.88)
100-5-10-5237 TAX ASSESSMENT / COLLECTION	2,500.00	0.00	2,151.96	86.08	348.04
100-5-10-5240 INSURANCE - PROP & GEN LIAB	14,000.00	0.00	13,937.80	99.56	62.20
100-5-10-5250 INSURANCE - OFFICIAL LIABILITY	5,300.00	0.00	5,195.96	98.04	104.04

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-10-5258 ACL EVENT	10,500.00	0.00	0.00	0.00	10,500.00
100-5-10-5260 APPRAISAL DISTRICT - T/C	10,000.00	3,844.15	11,532.45	115.32 (	1,532.45)
100-5-10-5270 ENGINEERING SERVICES	25,000.00	958.75	21,321.51	85.29	3,678.49
TOTAL CONTRACTUAL SERVICES	199,100.00	20,241.84	157,436.86	79.07	41,663.14
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-10-5300 COMPUTER SOFTWARE & SUPP	50,000.00	21,839.96	111,170.19	222.34 (	61,170.19)
100-5-10-5301 PUBLIC MEETINGS TECHNOLOGY	14,000.00	160.00	9,627.41	68.77	4,372.59
100-5-10-5302 WEBSITE AND DIGITAL CODIFICATI	14,000.00	0.00	6,622.50	47.30	7,377.50
100-5-10-5303 PUBLIC INFORMATION REQUESTS	0.00	0.00	0.00	0.00	0.00
100-5-10-5309 INCODE SOFTWARE	5,000.00	0.00	0.00	0.00	5,000.00
100-5-10-5311 IT SERVICES TPIA	2,000.00	0.00	0.00	0.00	2,000.00
100-5-10-5325 ELECTION SERVICES	2,000.00	0.00	0.00	0.00	2,000.00
100-5-10-5330 ELECTION PUBLIC NOTICES	2,000.00	0.00	0.00	0.00	2,000.00
100-5-10-5331 ADVERTISING	2,000.00	0.00	3,441.00	172.05 (	1,441.00)
100-5-10-5332 COMPREHENSIVE LR PLAN	0.00	0.00	0.00	0.00	0.00
100-5-10-5340 MISCELLANEOUS	0.00	967.76	1,676.26	0.00 (	1,676.26)
100-5-10-5341 ZILKER CLUBHOUSE	1,350.00	0.00	1,320.00	97.78	30.00
100-5-10-5342 OAK WILT TREATMENT & PREVENTIO	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	92,350.00	22,967.72	133,857.36	144.95 (	41,507.36)
<b>CAPITAL OUTLAY</b>					
100-5-10-5400 TRANSFER TO DRAINAGE FUND	0.00	0.00	0.00	0.00	0.00
100-5-10-5401 TRANSFER TO RCDC	0.00	0.00	0.00	0.00	0.00
100-5-10-5413 FURNITURE	1,000.00	0.00	0.00	0.00	1,000.00
100-5-10-5414 COMPUTERS	2,000.00	0.00	0.00	0.00	2,000.00
100-5-10-5461 TRANSFER TO WATER FUND	0.00	0.00	0.00	0.00	0.00
100-5-10-5462 TRANSFER TO STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00
100-5-10-5464 TRANSFER TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
100-5-10-5465 TRANSFER TO 2023 BOND FUND	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	3,000.00	0.00	0.00	0.00	3,000.00
<b>OTHER NON-DEPARTMENTAL</b>					
100-5-10-5525 4B SALES TAX ALLOCATION	150,000.00	16,356.10	144,183.29	96.12	5,816.71
TOTAL OTHER NON-DEPARTMENTAL	150,000.00	16,356.10	144,183.29	96.12	5,816.71
<b>TOTAL ADMINISTRATION</b>	<b>664,939.00</b>	<b>74,387.52</b>	<b>577,833.40</b>	<b>86.90</b>	<b>87,105.60</b>
<b>DEVELOPMENT SERVICES</b>					
<b>PERSONNEL</b>					
100-5-15-5000 SALARY	82,668.00	5,750.50	50,177.39	60.70	32,490.61
100-5-15-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-15-5007 STIPENDS/CERTIFICATIONS	1,647.00	0.00	1,170.14	71.05	476.86
100-5-15-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-15-5010 TRAINING	2,000.00	0.00	0.00	0.00	2,000.00
100-5-15-5020 HEALTH INSURANCE	9,600.00	795.92	7,163.28	74.62	2,436.72
100-5-15-5030 WORKERS COMP INSURANCE	950.00	0.00	922.40	97.09	27.60



CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-15-5035 SOCIAL SECURITY/MEDICARE	6,450.00	439.92	3,928.09	60.90	2,521.91
100-5-15-5040 UNEMPLOYMENT COMP INSUR	90.00	0.84	102.91	114.34 (	12.91)
100-5-15-5050 TX MUNICIPAL RETIREMENT SYS	10,961.00	745.28	6,919.89	63.13	4,041.11
100-5-15-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	114,366.00	7,732.46	70,384.10	61.54	43,981.90
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-15-5101 FAX / COPIER	100.00	0.00	83.25	83.25	16.75
100-5-15-5103 PRINTING & REPRODUCTION	2,400.00	0.00	551.12	22.96	1,848.88
100-5-15-5110 POSTAGE	2,100.00	5.08	21.40	1.02	2,078.60
100-5-15-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-15-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-15-5120 SUBSCRIPTIONS & MEMBERSHIPS	500.00	0.00	420.98	84.20	79.02
100-5-15-5125 TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00
100-5-15-5140 TELEPHONE	1,000.00	145.08	653.62	65.36	346.38
100-5-15-5153 CREDIT CARD SERVICES	0.00	715.50	1,007.02	0.00 (	1,007.02)
100-5-15-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-15-5158 OFFICE SUPPLIES	200.00	0.00	162.70	81.35	37.30
100-5-15-5161 TREE SERVICES	0.00	0.00	0.00	0.00	0.00
100-5-15-5180 SIGNS AND BARRICADES	600.00	0.00	30.50	5.08	569.50
100-5-15-5198 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES & OPERATION EXP	7,900.00	865.66	2,930.59	37.10	4,969.41
<b>CONTRACTUAL SERVICES</b>					
100-5-15-5200 BUILDING INSPECTION SERVICE	35,000.00	3,300.00	23,645.00	67.56	11,355.00
100-5-15-5201 TECH AND GIS SERVICES	0.00	0.00	0.00	0.00	0.00
100-5-15-5202 PUBLISH / NOTICE SERVICES	0.00	0.00	0.00	0.00	0.00
100-5-15-5210 LEGAL SERVICES	8,000.00	1,968.00	6,774.00	84.68	1,226.00
100-5-15-5251 BUILDING PLAN REVIEWS	10,000.00	837.50	7,390.75	73.91	2,609.25
100-5-15-5252 ZONING REVIEWS	50,000.00	770.00	15,185.00	30.37	34,815.00
100-5-15-5253 ARBORIST CONSULTATION	1,500.00	0.00	0.00	0.00	1,500.00
100-5-15-5254 ROW PERMIT REVIEW	0.00	276.25	1,780.00	0.00 (	1,780.00)
100-5-15-5257 MY PERMIT NOW	3,600.00	99.00	792.00	22.00	2,808.00
100-5-15-5270 ENGINEERING SERVICES	15,000.00	2,253.75	14,530.00	96.87	470.00
100-5-15-5271 INTERIM DEVELOPMENT SERVICES	0.00	0.00	0.00	0.00	0.00
100-5-15-5272 PROFESSIONAL CONSULTATION	35,000.00	5,592.50	12,005.00	34.30	22,995.00
100-5-15-5273 ELEVATION AND HEIGHT VERIFICAT	20,000.00	0.00	1,500.00	7.50	18,500.00
100-5-15-5274 SURVEY BENCHMARK NETWORK M&O	25,000.00	0.00	14,072.50	56.29	10,927.50
TOTAL CONTRACTUAL SERVICES	203,100.00	15,097.00	97,674.25	48.09	105,425.75
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-15-5300 COMPUTER SOFTWARE & SUPPORT	2,000.00	11.00	99.00	4.95	1,901.00
100-5-15-5331 ADVERTISING	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MISCELLANEOUS OTHER EXP	3,000.00	11.00	99.00	3.30	2,901.00
<b>TOTAL DEVELOPMENT SERVICES</b>	<b>328,366.00</b>	<b>23,706.12</b>	<b>171,087.94</b>	<b>52.10</b>	<b>157,278.06</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>SANITATION</b>					
<b>CONTRACTUAL SERVICES</b>					
100-5-20-5270 ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00
100-5-20-5286 SPRING CLEAN-UP	1,000.00	0.00	0.00	0.00	1,000.00
100-5-20-5287 STORM DEBRIS AND CLEAN-UP	7,500.00	0.00	0.00	0.00	7,500.00
100-5-20-5288 LANDSCAPE REMEDIATION	5,000.00	0.00	26,087.05	521.74 (	21,087.05)
TOTAL CONTRACTUAL SERVICES	13,500.00	0.00	26,087.05	193.24 (	12,587.05)
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-20-5370 WASTE & DISPOSAL SERVICE	144,000.00	26,275.72	113,223.88	78.63	30,776.12
TOTAL MISCELLANEOUS OTHER EXP	144,000.00	26,275.72	113,223.88	78.63	30,776.12
<b>TOTAL SANITATION</b>	<b>157,500.00</b>	<b>26,275.72</b>	<b>139,310.93</b>	<b>88.45</b>	<b>18,189.07</b>
<b>UTILITY BILLING</b>					
<b>PERSONNEL</b>					
100-5-25-5000 SALARY	72,400.00	5,202.24	47,536.56	65.66	24,863.44
100-5-25-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-25-5007 STIPENDS/CERTIFICATIONS	600.00	0.00	599.82	99.97	0.18
100-5-25-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-25-5010 TRAINING	1,500.00	0.00	550.00	36.67	950.00
100-5-25-5020 HEALTH INSURANCE	10,100.00	837.82	7,540.38	74.66	2,559.62
100-5-25-5030 WORKERS COMP INSURANCE	950.00	0.00	922.40	97.09	27.60
100-5-25-5035 SOCIAL SECURITY/MEDICARE	5,585.00	397.97	3,682.37	65.93	1,902.63
100-5-25-5040 UNEMPLOYMENT COMP INSUR	90.00	0.88	108.75	120.83 (	18.75)
100-5-25-5050 TX MUNICIPAL RETIREMENT SYS	9,490.00	674.72	6,148.78	64.79	3,341.22
100-5-25-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	100,715.00	7,113.63	67,089.06	66.61	33,625.94
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-25-5101 FAX / COPIER	100.00	0.00	0.00	0.00	100.00
100-5-25-5103 PRINTING & REPRODUCTION	3,500.00	0.00	1,853.51	52.96	1,646.49
100-5-25-5110 POSTAGE	5,500.00	0.00	2,275.23	41.37	3,224.77
100-5-25-5120 SUBSCRIPTIONS & MEMBERSHIPS	250.00	0.00	0.00	0.00	250.00
100-5-25-5125 TRAVEL	500.00	0.00	0.00	0.00	500.00
100-5-25-5140 TELEPHONE	500.00	79.37	497.02	99.40	2.98
100-5-25-5158 OFFICE SUPPLIES	400.00	0.00	29.38	7.35	370.62
TOTAL SUPPLIES & OPERATION EXP	10,750.00	79.37	4,655.14	43.30	6,094.86
<b>CONTRACTUAL SERVICES</b>					
100-5-25-5202 T TECH FEES	0.00	0.00	0.00	0.00	0.00
100-5-25-5210 LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

	75.00% OF FISCAL YEAR				
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-25-5300 COMPUTER SOFTWARE/SUPPORT	12,000.00	82.50	3,653.65	30.45	8,346.35
100-5-25-5331 ADVERTISING	250.00	0.00	0.00	0.00	250.00
TOTAL MISCELLANEOUS OTHER EXP	12,250.00	82.50	3,653.65	29.83	8,596.35
TOTAL UTILITY BILLING	123,715.00	7,275.50	75,397.85	60.94	48,317.15
<b>STREETS</b>					
<b>PERSONNEL</b>					
100-5-30-5000 SALARY	58,963.00	4,647.59	35,975.13	61.01	22,987.87
100-5-30-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-30-5006 OVERTIME/PLANNED OVERTIME	180.00	37.49	508.58	282.54 (	328.58)
100-5-30-5007 STIPENDS/CERTIFICATIONS	3,487.00	0.00	2,861.98	82.08	625.02
100-5-30-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-30-5010 TRAINING	2,000.00	0.00	0.00	0.00	2,000.00
100-5-30-5020 HEALTH INSURANCE	6,100.00	439.54	3,385.27	55.50	2,714.73
100-5-30-5030 WORKERS COMP INSURANCE	1,400.00	0.00	1,359.33	97.10	40.67
100-5-30-5035 SOCIAL SECURITY/MEDICARE	4,791.00	358.41	3,009.93	62.82	1,781.07
100-5-30-5040 UNEMPLOYMENT COMP INSUR	70.00	0.62	76.00	108.57 (	6.00)
100-5-30-5050 TX MUNICIPAL RETIREMENT SYS	8,142.00	607.65	5,257.19	64.57	2,884.81
100-5-30-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	85,133.00	6,091.30	52,433.41	61.59	32,699.59
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-30-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-30-5103 PRINTING & REPRODUCTION	0.00	0.00	0.00	0.00	0.00
100-5-30-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-30-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-30-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-30-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-30-5125 TRAVEL	1,500.00	0.00	0.00	0.00	1,500.00
100-5-30-5130 UTILITIES	2,400.00	0.00	1,763.14	73.46	636.86
100-5-30-5140 TELEPHONE	300.00	48.99	327.47	109.16 (	27.47)
100-5-30-5145 UNIFORMS & ACCESSORIES	1,000.00	382.65	1,000.00	100.00	0.00
100-5-30-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-30-5158 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-5-30-5161 TREE TRIMMING SERVICE	25,000.00	0.00	0.00	0.00	25,000.00
100-5-30-5162 STREET SWEEPING	10,000.00	0.00	1,012.01	10.12	8,987.99
100-5-30-5164 EQUIPMENT MAINTENANCE & REPAIR	2,500.00	15.14	15.14	0.61	2,484.86
100-5-30-5171 EQUIPMENT PURCHASE	4,000.00	0.00	0.00	0.00	4,000.00
100-5-30-5172 SAFETY EQUIPMENT	375.00	0.00	0.00	0.00	375.00
100-5-30-5180 SIGNS & BARRICADES	2,500.00	0.00	1,048.59	41.94	1,451.41
100-5-30-5181 EQUIPMENT RENTAL	4,000.00	0.00	0.00	0.00	4,000.00
100-5-30-5190 MATERIALS	2,500.00	510.00	2,418.08	96.72	81.92
100-5-30-5195 VEHICLE OPERATIONS	2,000.00	218.47	1,440.35	72.02	559.65
100-5-30-5196 VEHICLE MAINT & REPAIRS	1,000.00	0.00	7.46	0.75	992.54
TOTAL SUPPLIES & OPERATION EXP	59,075.00	1,175.25	9,032.24	15.29	50,042.76

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>CONTRACTUAL SERVICES</b>					
100-5-30-5255 VEHICLE INSURANCE	270.00	0.00	231.96	85.91	38.04
100-5-30-5270 ENGINEERING	3,000.00	0.00	782.50	26.08	2,217.50
100-5-30-5276 PAYING AGENT FEES	200.00	0.00	0.00	0.00	200.00
TOTAL CONTRACTUAL SERVICES	3,470.00	0.00	1,014.46	29.24	2,455.54
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-30-5350 TOOLS	4,000.00	0.00	0.00	0.00	4,000.00
100-5-30-5355 STREET MAINT & REPAIRS	150,000.00	3,351.00	5,038.00	3.36	144,962.00
TOTAL MISCELLANEOUS OTHER EXP	154,000.00	3,351.00	5,038.00	3.27	148,962.00
<b>CAPITAL OUTLAY</b>					
100-5-30-5414 COMPUTERS	500.00	0.00	0.00	0.00	500.00
100-5-30-5494 VEH FIN NOTE - DEBT SERVICE	785.00	785.00	785.00	100.00	0.00
100-5-30-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,285.00	785.00	785.00	61.09	500.00
<b>TOTAL STREETS</b>	<b>302,963.00</b>	<b>11,402.55</b>	<b>68,303.11</b>	<b>22.55</b>	<b>234,659.89</b>
<b>POLICE</b>					
<b>PERSONNEL</b>					
100-5-40-5000 SALARY	850,897.00	47,792.55	471,021.05	55.36	379,875.95
100-5-40-5002 HOLIDAY COMPENSATION	33,000.00	0.00	11,133.60	33.74	21,866.40
100-5-40-5006 OVERTIME	10,000.00	530.67	6,329.03	63.29	3,670.97
100-5-40-5007 STIPEND	20,000.00	1,050.02	20,494.89	102.47	( 494.89)
100-5-40-5009 RETIREMENT PAYOUT RESERVE	15,000.00	0.00	7,353.83	49.03	7,646.17
100-5-40-5010 TRAINING/ ACADEMY SPONSORSHIPS	10,000.00	0.00	7,797.88	77.98	2,202.12
100-5-40-5011 RESERVE OFFICER PAY	2,500.00	0.00	156.00	6.24	2,344.00
100-5-40-5012 LEASE TRAINING	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5020 HEALTH INSURANCE	103,000.00	6,088.34	44,676.08	43.37	58,323.92
100-5-40-5030 WORKERS COMP INSURANCE	23,500.00	0.00	19,763.24	84.10	3,736.76
100-5-40-5035 SOCIAL SECURITY/MEDICARE	69,913.00	3,548.89	38,611.34	55.23	31,301.66
100-5-40-5040 UNEMPLOYMENT COMP INSUR	950.00	9.20	1,124.62	118.38	( 174.62)
100-5-40-5050 TX MUNICIPAL RETIREMENT SYS	118,807.00	6,404.29	67,639.67	56.93	51,167.33
100-5-40-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
100-5-40-5070 POLICE PROFESSIONAL LIABILITY	8,900.00	0.00	8,716.12	97.93	183.88
TOTAL PERSONNEL	1,267,467.00	65,423.96	704,817.35	55.61	562,649.65
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-40-5101 FAX / COPIER	600.00	48.11	240.55	40.09	359.45
100-5-40-5103 PRINTING & REPRODUCTION	1,000.00	( 1,297.68)	187.40	18.74	812.60
100-5-40-5105 TICKET WRITERS	0.00	0.00	0.00	0.00	0.00
100-5-40-5106 CITATION MATERIAL	27,500.00	0.00	817.37	2.97	26,682.63
100-5-40-5107 POLICE QUALIFICATIONS	3,000.00	0.00	0.00	0.00	3,000.00
100-5-40-5108 PROPERTY & EVIDENCE	500.00	0.00	0.00	0.00	500.00
100-5-40-5109 BICYCLE MAINTENANCE	250.00	0.00	0.00	0.00	250.00

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-40-5110 POSTAGE	500.00	0.00	258.08	51.62	241.92
100-5-40-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-40-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-40-5120 SUBSCRIPTIONS & MEMBERSHIPS	1,000.00	0.00	774.62	77.46	225.38
100-5-40-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-40-5130 LEASE FUNDS	0.00	0.00	0.00	0.00	0.00
100-5-40-5140 TELEPHONE	9,000.00	639.66	7,910.01	87.89	1,089.99
100-5-40-5143 POLICE CAR & ACCESSORIES	4,000.00	69.97	69.97	1.75	3,930.03
100-5-40-5144 POLICE SUPPLIES	3,000.00	0.00	463.15	15.44	2,536.85
100-5-40-5145 UNIFORMS & ACCESSORIES	6,500.00	438.45	2,440.60	37.55	4,059.40
100-5-40-5157 RECORDS MANAGEMENT	6,000.00	0.00	6,488.79	108.15 (	488.79)
100-5-40-5158 OFFICE SUPPLIES	1,500.00	362.24	865.54	57.70	634.46
100-5-40-5159 CITY EVENT SUPPLIES	3,500.00	1,297.68	3,043.97	86.97	456.03
100-5-40-5185 COMMUNICATION EQUIP MAINT	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5186 RADAR CERTIFICATION	250.00	0.00	123.00	49.20	127.00
100-5-40-5195 VEHICLE OPERATION	20,000.00	1,046.55	7,360.51	36.80	12,639.49
100-5-40-5196 VEHICLE MAINT & REPAIRS	5,000.00	1,513.91	3,279.15	65.58	1,720.85
<b>TOTAL SUPPLIES &amp; OPERATION EXP</b>	<b>94,100.00</b>	<b>4,118.89</b>	<b>34,322.71</b>	<b>36.47</b>	<b>59,777.29</b>
<b>CONTRACTUAL SERVICES</b>					
100-5-40-5211 RADIO SERVICES	5,500.00	0.00	1,782.45	32.41	3,717.55
100-5-40-5216 DISPATCH SERVICES	34,476.00	0.00	34,476.00	100.00	0.00
100-5-40-5226 DRUG TESTING	200.00	40.00	115.00	57.50	85.00
100-5-40-5238 APPLICANT TESTING	1,000.00	0.00	360.21	36.02	639.79
100-5-40-5239 LABORATORY SERVICES	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5255 VEHICLE INSURANCE	5,600.00	0.00	4,899.28	87.49	700.72
100-5-40-5258 ACL EVENT	40,000.00	6.04	35,645.41	89.11	4,354.59
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>87,776.00</b>	<b>46.04</b>	<b>77,278.35</b>	<b>88.04</b>	<b>10,497.65</b>
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-40-5300 COMPUTER SOFTWARE & SUPPORT	63,000.00	386.39	31,793.25	50.47	31,206.75
100-5-40-5340 MISCELLANEOUS	0.00	0.00	( 2,313.00)	0.00	2,313.00
<b>TOTAL MISCELLANEOUS OTHER EXP</b>	<b>63,000.00</b>	<b>386.39</b>	<b>29,480.25</b>	<b>46.79</b>	<b>33,519.75</b>
<b>CAPITAL OUTLAY</b>					
100-5-40-5404 PD RADIOS	37,000.00	28,684.80	32,426.30	87.64	4,573.70
100-5-40-5411 VIDEO CAMERAS & MICROPHONES	16,700.00	0.00	15,540.00	93.05	1,160.00
100-5-40-5414 COMPUTERS	5,000.00	0.00	4,322.57	86.45	677.43
100-5-40-5461 TRANSFER TO WATER FUND	0.00	0.00	0.00	0.00	0.00
100-5-40-5494 VEHICLE FINANCING NOTE DEBT SV	34,002.00	34,002.00	34,002.00	100.00	0.00
100-5-40-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>92,702.00</b>	<b>62,686.80</b>	<b>86,290.87</b>	<b>93.08</b>	<b>6,411.13</b>
<b>TOTAL POLICE</b>	<b>1,605,045.00</b>	<b>132,662.08</b>	<b>932,189.53</b>	<b>58.08</b>	<b>672,855.47</b>

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CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>PERSONNEL</b>					
100-5-50-5000 SALARY	41,262.00	3,042.94	25,902.47	62.78	15,359.53
100-5-50-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-50-5006 OVERTIME/PLANNED OVERTIME	0.00	0.00	0.00	0.00	0.00
100-5-50-5007 STIPENDS/CERTIFICATIONS	627.00	0.00	150.01	23.93	476.99
100-5-50-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-50-5010 TRAINING	1,000.00	0.00	0.00	0.00	1,000.00
100-5-50-5020 HEALTH INSURANCE	1,100.00	112.16	598.21	54.38	501.79
100-5-50-5030 WORKERS COMP INSURANCE	700.00	0.00	679.66	97.09	20.34
100-5-50-5035 SOCIAL SECURITY/MEDICARE	3,205.00	232.78	1,992.99	62.18	1,212.01
100-5-50-5040 UNEMPLOYMENT COMP INSUR	200.00	1.86	228.27	114.14 (	28.27)
100-5-50-5050 TX MUNICIPAL RETIREMENT SYS	5,446.00	394.68	3,276.81	60.17	2,169.19
100-5-50-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PERSONNEL</b>	<b>53,540.00</b>	<b>3,784.42</b>	<b>32,828.42</b>	<b>61.32</b>	<b>20,711.58</b>
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-50-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-50-5103 PRINTING & REPRODUCTION	1,000.00	0.00	362.09	36.21	637.91
100-5-50-5110 POSTAGE	250.00	0.00	396.33	158.53 (	146.33)
100-5-50-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-50-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-50-5120 SUBSCRIPTIONS & MEMBERSHIPS	100.00	0.00	0.00	0.00	100.00
100-5-50-5125 TRAVEL	50.00	0.00	0.00	0.00	50.00
100-5-50-5140 TELEPHONE	1,500.00	217.82	1,053.15	70.21	446.85
100-5-50-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-50-5158 OFFICE SUPPLIES	750.00	0.00	215.67	28.76	534.33
<b>TOTAL SUPPLIES &amp; OPERATION EXP</b>	<b>3,650.00</b>	<b>217.82</b>	<b>2,027.24</b>	<b>55.54</b>	<b>1,622.76</b>
<b>CONTRACTUAL SERVICES</b>					
100-5-50-5201 COLLECTION AGENCY FEES	1,000.00	496.54	1,316.83	131.68 (	316.83)
100-5-50-5206 COURT CREDIT CARD FEES	5,000.00	1,150.15	8,440.68	168.81 (	3,440.68)
100-5-50-5210 LEGAL SERVICES	10,000.00	1,175.35	9,551.08	95.51	448.92
100-5-50-5212 PRESIDING JUDGE EXPENSE	18,000.00	1,500.00	12,750.00	70.83	5,250.00
100-5-50-5213 INTERPRETER FEES	900.00	0.00	0.00	0.00	900.00
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>34,900.00</b>	<b>4,322.04</b>	<b>32,058.59</b>	<b>91.86</b>	<b>2,841.41</b>
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-50-5300 COMPUTER SOFTWARE & SUPPORT	0.00	0.00	0.00	0.00	0.00
<b>TOTAL MISCELLANEOUS OTHER EXP</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL COURT</b>	<b>92,090.00</b>	<b>8,324.28</b>	<b>66,914.25</b>	<b>72.66</b>	<b>25,175.75</b>
<b>PARK DEPARTMENT</b>					
<b>PERSONNEL</b>					
100-5-55-5000 SALARY	38,252.00	2,952.61	24,585.38	64.27	13,666.62
100-5-55-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-55-5006 OVERTIME/PLANNED OVERTIME	0.00	0.00	0.00	0.00	0.00
100-5-55-5007 STIPENDS/CERTIFICATIONS	1,180.00	0.00	630.01	53.39	549.99
100-5-55-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-55-5010 TRAINING	3,000.00	0.00	1,170.13	39.00	1,829.87
100-5-55-5020 HEALTH INSURANCE	3,100.00	265.44	2,091.01	67.45	1,008.99
100-5-55-5030 WORKERS COMP INSURANCE	1,000.00	0.00	970.95	97.10	29.05
100-5-55-5035 SOCIAL SECURITY/MEDICARE	3,017.00	225.87	1,928.95	63.94	1,088.05
100-5-55-5040 UNEMPLOYMENT COMP INSUR	45.00	0.36	43.50	96.67	1.50
100-5-55-5050 TX MUNICIPAL RETIREMENT SYS	5,126.00	382.96	3,092.19	60.32	2,033.81
100-5-55-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PERSONNEL</b>	<b>54,720.00</b>	<b>3,827.24</b>	<b>34,512.12</b>	<b>63.07</b>	<b>20,207.88</b>
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-55-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-55-5103 PRINTING & REPRODUCTION	250.00	0.00	0.00	0.00	250.00
100-5-55-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-55-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-55-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-55-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-55-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-55-5130 UTILITIES	12,000.00	1,072.74	9,448.16	78.73	2,551.84
100-5-55-5140 TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-5-55-5145 UNIFORMS & ACCESSORIES	1,000.00	0.00	0.00	0.00	1,000.00
100-5-55-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-55-5158 OFFICE SUPPLIES	250.00	0.00	32.22	12.89	217.78
100-5-55-5159 CITY EVENT SUPPLIES	500.00	0.00	16.22	3.24	483.78
100-5-55-5164 EQUIPMENT MAINT & REPAIRS	1,500.00	205.77	1,722.37	114.82 (	222.37)
100-5-55-5171 EQUIPMENT	3,500.00	0.00	0.00	0.00	3,500.00
100-5-55-5172 SAFETY EQUIPMENT	375.00	146.55	522.22	139.26 (	147.22)
100-5-55-5190 MATERIALS	10,500.00	808.39	7,253.58	69.08	3,246.42
100-5-55-5191 MAINTENANCE	6,000.00	0.00	5,370.27	89.50	629.73
100-5-55-5195 VEHICLE OPERATIONS	3,000.00	218.47	1,480.59	49.35	1,519.41
100-5-55-5196 VEHICLE MAINT & REPAIRS	1,000.00	108.45	1,012.71	101.27 (	12.71)
100-5-55-5198 FIELDHOUSE SUP & MAINT-JANITOR	9,000.00	420.00	4,034.66	44.83	4,965.34
<b>TOTAL SUPPLIES &amp; OPERATION EXP</b>	<b>48,875.00</b>	<b>2,980.37</b>	<b>30,893.00</b>	<b>63.21</b>	<b>17,982.00</b>
<b>CONTRACTUAL SERVICES</b>					
100-5-55-5255 VEHICLE INSURANCE	600.00	0.00	427.22	71.20	172.78
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>600.00</b>	<b>0.00</b>	<b>427.22</b>	<b>71.20</b>	<b>172.78</b>
<b>MISCELLANEOUS OTHER EXP</b>					
100-5-55-5300 COMPUTER SOFTWARE & SUPPORT	500.00	2.75	24.75	4.95	475.25
100-5-55-5350 TOOLS/EQUIPMENT & REPAIR	1,000.00 (	973.17) (	40.80)	4.08-	1,040.80
<b>TOTAL MISCELLANEOUS OTHER EXP</b>	<b>1,500.00 (</b>	<b>970.42) (</b>	<b>16.05)</b>	<b>1.07-</b>	<b>1,516.05</b>
<b>CAPITAL OUTLAY</b>					
100-5-55-5414 COMPUTERS	500.00	0.00	0.00	0.00	500.00
100-5-55-5455 IMPROV TO EXISTING PARK ASSETS	1,000.00	0.00	2,350.39	235.04 (	1,350.39)
100-5-55-5456 PLANTS FOR PARK AND ENTRANCES	2,000.00	606.61	1,426.61	71.33	573.39
100-5-55-5494 VEH FIN NOTE - DEBT SERVICE	785.00	785.00	785.00	100.00	0.00

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-55-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	4,285.00	1,391.61	4,562.00	106.46	( 277.00)
<u>OTHER NON-DEPARTMENTAL</u>					
100-5-55-5512 PLAYGROUND MULCH & MAINT	8,500.00	504.00	504.00	5.93	7,996.00
100-5-55-5515 MAINTENANCE BUILDING	0.00	0.00	195.67	0.00	( 195.67)
TOTAL OTHER NON-DEPARTMENTAL	8,500.00	504.00	699.67	8.23	7,800.33
TOTAL PARK DEPARTMENT	118,480.00	7,732.80	71,077.96	59.99	47,402.04
<u>PUBLIC WORKS</u>					
=====					
<u>SUPPLIES &amp; OPERATION EXP</u>					
100-5-65-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-65-5103 PRINTING & REPRODUCTION	0.00	0.00	0.00	0.00	0.00
100-5-65-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-65-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-65-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-65-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-65-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-65-5130 UTILITIES	7,000.00	0.00	6,711.10	95.87	288.90
100-5-65-5140 TELEPHONE	300.00	43.52	210.59	70.20	89.41
100-5-65-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-65-5158 OFFICE SUPPLIES	1,000.00	222.97	673.85	67.39	326.15
100-5-65-5171 Equipment Purchase	0.00	0.00	0.00	0.00	0.00
100-5-65-5180 SIGNS AND BARRICADES	0.00	0.00	3,159.20	0.00	( 3,159.20)
100-5-65-5191 MAINTENANCE	0.00	0.00	175.79	0.00	( 175.79)
TOTAL SUPPLIES & OPERATION EXP	8,300.00	266.49	10,930.53	131.69	( 2,630.53)
<u>CONTRACTUAL SERVICES</u>					
100-5-65-5258 ACL EVENT	10,500.00	0.00	0.00	0.00	10,500.00
TOTAL CONTRACTUAL SERVICES	10,500.00	0.00	0.00	0.00	10,500.00
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-65-5355 STREET MAINTENANCE & REPAIRS	40,000.00	0.00	0.00	0.00	40,000.00
100-5-65-5381 ANIMAL CONTROL/DISPOSAL	250.00	0.00	0.00	0.00	250.00
TOTAL MISCELLANEOUS OTHER EXP	40,250.00	0.00	0.00	0.00	40,250.00
<u>CAPITAL OUTLAY</u>					
100-5-55-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<u>OTHER NON-DEPARTMENTAL</u>					
100-5-65-5515 MAINTENANCE BUILDING	7,500.00	15,033.45	17,045.99	227.28	( 9,545.99)
TOTAL OTHER NON-DEPARTMENTAL	7,500.00	15,033.45	17,045.99	227.28	( 9,545.99)
TOTAL PUBLIC WORKS	66,550.00	15,299.94	27,976.52	42.04	38,573.48



CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

100-GENERAL FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	3,459,648.00	307,066.51	2,130,091.49	61.57	1,329,556.51
REVENUES OVER/(UNDER) EXPENDITURES	( 101,665.00)	( 192,830.52)	619,667.15	(	721,332.15)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

200-WATER FUND  
FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,505,250.00</u>	<u>148,594.18</u>	<u>1,228,680.29</u>	<u>81.63</u>	<u>276,569.71</u>
TOTAL REVENUES	<u>1,505,250.00</u>	<u>148,594.18</u>	<u>1,228,680.29</u>	<u>81.63</u>	<u>276,569.71</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,569,344.00</u>	<u>206,625.33</u>	<u>1,010,157.29</u>	<u>64.37</u>	<u>559,186.71</u>
TOTAL EXPENDITURES	<u>1,569,344.00</u>	<u>206,625.33</u>	<u>1,010,157.29</u>	<u>64.37</u>	<u>559,186.71</u>
REVENUES OVER/ (UNDER) EXPENDITURES	( 64,094.00)	( 58,031.15)	218,523.00		( 282,617.00)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

200-WATER FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>INVESTMENT INCOME</b>					
200-4-60-4400 INTEREST INCOME	1,000.00	287.01	2,489.19	248.92 (	1,489.19)
200-4-60-4401 INTEREST INCOME-CHECKING	250.00	95.85	850.94	340.38 (	600.94)
TOTAL INVESTMENT INCOME	1,250.00	382.86	3,340.13	267.21 (	2,090.13)
<b>MISCELLANEOUS REVENUE</b>					
200-4-60-4540 MISCELLANEOUS RECEIPTS	0.00	0.00	0.00	0.00	0.00
200-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
200-4-60-4579 CAPITAL LEASEPROCEEDS - METERS	0.00	0.00	324,645.00	0.00 (	324,645.00)
200-4-60-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
200-4-60-4582 TRANSFER FROM WASTEWATER FD	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	324,645.00	0.00 (	324,645.00)
<b>UTILITY REVENUE</b>					
200-4-60-4600 WATER SALES	1,500,000.00	147,986.68	898,286.86	59.89	601,713.14
200-4-60-4610 LATE CHARGES	3,000.00	224.64	2,360.30	78.68	639.70
200-4-60-4628 CONNECT FEE	1,000.00	0.00	0.00	0.00	1,000.00
200-4-60-4629 METER TESTING FEE	0.00	0.00	0.00	0.00	0.00
200-4-60-4640 OTHER SOURCES - BOND PREMIUM	0.00	0.00	0.00	0.00	0.00
200-4-60-4641 OTHER SOURCES - BOND ISSUANCE	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY REVENUE	1,504,000.00	148,211.32	900,647.16	59.88	603,352.84
<b>OTHER REVENUE</b>					
200-4-60-4700 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
200-4-60-4718 TRANSFER FROM SR2014 DEBT SERV	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>1,505,250.00</b>	<b>148,594.18</b>	<b>1,228,632.29</b>	<b>81.62</b>	<b>276,617.71</b>
<b>TOTAL REVENUES</b>	<b>1,505,250.00</b>	<b>148,594.18</b>	<b>1,228,632.29</b>	<b>81.62</b>	<b>276,617.71</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

200-WATER FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>PERSONNEL</b>					
200-5-60-5000 SALARY	212,456.00	18,030.46	154,138.19	72.55	58,317.81
200-5-60-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
200-5-60-5006 OVERTIME/PLANNED OVERTIME	810.00	168.69	2,453.60	302.91 (	1,643.60)
200-5-60-5007 STIPENDS/CERTIFICATIONS	15,521.00	0.00	12,413.90	79.98	3,107.10
200-5-60-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
200-5-60-5010 TRAINING	3,500.00	633.88	2,866.04	81.89	633.96
200-5-60-5020 HEALTH INSURANCE	25,000.00	1,732.34	14,361.86	57.45	10,638.14
200-5-60-5030 WORKERS COMP INSURANCE	4,600.00	0.00	4,466.34	97.09	133.66
200-5-60-5035 SOCIAL SECURITY/MEDICARE	17,502.00	1,392.23	12,926.64	73.86	4,575.36
200-5-60-5040 UNEMPLOYMENT COMP INSUR	250.00	2.34	288.05	115.22 (	38.05)
200-5-60-5050 TX MUNICIPAL RETIREMENT SYS	29,742.00	2,360.42	20,449.66	68.76	9,292.34
200-5-60-5051 PENSION / OPEB	0.00	0.00	0.00	0.00	0.00
200-5-60-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PERSONNEL</b>	<b>309,381.00</b>	<b>24,320.36</b>	<b>224,364.28</b>	<b>72.52</b>	<b>85,016.72</b>
<b>SUPPLIES &amp; OPERATION EXP</b>					
200-5-60-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
200-5-60-5103 PRINTING & REPRODUCTION	250.00	0.00	0.00	0.00	250.00
200-5-60-5105 TOOLS & SUPPLIES	0.00	0.00	0.00	0.00	0.00
200-5-60-5110 POSTAGE	400.00	0.00	0.00	0.00	400.00
200-5-60-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
200-5-60-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
200-5-60-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
200-5-60-5125 TRAVEL	2,000.00	269.88	1,923.09	96.15	76.91
200-5-60-5140 TELEPHONE	500.00	72.53	351.44	70.29	148.56
200-5-60-5145 UNIFORMS & ACCESSORIES	1,000.00	45.35	252.34	25.23	747.66
200-5-60-5153 CREDIT CARD SERVICES	0.00	0.00	0.00	0.00	0.00
200-5-60-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
200-5-60-5158 OFFICE SUPPLIES	500.00	222.41	313.22	62.64	186.78
200-5-60-5165 Water Meter Test Fee	0.00	0.00	1,400.00	0.00 (	1,400.00)
200-5-60-5166 MAINTENANCE & REPAIRS	40,000.00	463.13	4,086.54	10.22	35,913.46
200-5-60-5167 ADMINISTRATIVE FEES	65,000.00	0.00	0.00	0.00	65,000.00
200-5-60-5168 TRANSFER TO UTILITY BILLING	61,000.00	0.00	0.00	0.00	61,000.00
200-5-60-5171 EQUIPMENT	3,900.00	0.00	0.00	0.00	3,900.00
200-5-60-5175 SAFETY EQUIPMENT	375.00	0.00	173.09	46.16	201.91
200-5-60-5181 EQUIPMENT RENTAL	1,500.00	0.00	0.00	0.00	1,500.00
200-5-60-5190 MATERIALS	2,000.00	328.80	1,039.90	52.00	960.10
200-5-60-5192 Electronic Meter Project	0.00	93,786.99	199,886.32	0.00 (	199,886.32)
200-5-60-5193 METER REPLACEMENT	50,000.00	0.00 (	2,273.24)	4.55-	52,273.24
200-5-60-5194 FIRE HYDRANT MAINT AND REPLACE	12,000.00	0.00	4,261.28	35.51	7,738.72
200-5-60-5195 VEHICLE OPERATIONS	4,000.00	218.47	1,470.35	36.76	2,529.65
200-5-60-5196 VEHICLE MAINT & REPAIRS	1,500.00	60.00	1,036.64	69.11	463.36
<b>TOTAL SUPPLIES &amp; OPERATION EXP</b>	<b>245,925.00</b>	<b>95,467.56</b>	<b>213,920.97</b>	<b>86.99</b>	<b>32,004.03</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

200-WATER FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>CONTRACTUAL SERVICES</b>					
200-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
200-5-60-5210 LEGAL SERVICES	1,000.00	0.00	0.00	0.00	1,000.00
200-5-60-5219 UTILITY BILLING/COLLECTION	0.00	0.00	0.00	0.00	0.00
200-5-60-5232 UTILITY BILLING/COLLECT ADDNL	0.00	0.00	0.00	0.00	0.00
200-5-60-5233 CROSSROADS CONTRACT	81,000.00	6,750.00	54,000.00	66.67	27,000.00
200-5-60-5234 CROSSROADS EMERG/M&O REPAIRS	80,000.00	15,256.26	86,576.56	108.22 (	6,576.56)
200-5-60-5241 EASEMENT IDENT & MAPPING	0.00	0.00	0.00	0.00	0.00
200-5-60-5255 VEHICLE INSURANCE	1,100.00	0.00	945.03	85.91	154.97
200-5-60-5270 ENGINEERING SERVICES	25,000.00	190.00	4,937.50	19.75	20,062.50
200-5-60-5271 RATE CONSULTING SERVICES	4,000.00	0.00	0.00	0.00	4,000.00
200-5-60-5272 WATER CIP	0.00	0.00	0.00	0.00	0.00
200-5-60-5276 PAYING AGENT FEES	800.00	0.00	0.00	0.00	800.00
200-5-60-5280 WATER PURCHASED	800,000.00	57,148.50	394,711.10	49.34	405,288.90
200-5-60-5296 TCEQ	3,000.00	0.00	1,504.30	50.14	1,495.70
200-5-60-5299 BOND INTEREST-SERIES 2014	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>995,900.00</b>	<b>79,344.76</b>	<b>542,674.49</b>	<b>54.49</b>	<b>453,225.51</b>
<b>MISCELLANEOUS OTHER EXP</b>					
200-5-60-5300 COMPUTER SOFTWARE & SUPPORT	750.00	3,989.11	3,515.06	468.67 (	2,765.06)
200-5-60-5303 BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00
200-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
200-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
200-5-60-5326 QUARTERLY GIS MAP UPDATE	10,000.00	37.25	7,253.84	72.54	2,746.16
200-5-60-5330 Water CIP Packages 1-4	0.00	0.00	0.00	0.00	0.00
200-5-60-5345 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
200-5-60-5350 TOOLS	3,750.00	328.29	2,431.22	64.83	1,318.78
<b>TOTAL MISCELLANEOUS OTHER EXP</b>	<b>14,500.00</b>	<b>4,354.65</b>	<b>13,200.12</b>	<b>91.04</b>	<b>1,299.88</b>
<b>CAPITAL OUTLAY</b>					
200-5-60-5414 COMPUTERS	500.00	0.00	0.00	0.00	500.00
200-5-60-5494 VEH FIN NOTE - DEBT SERVICE	3,138.00	3,138.00	3,138.00	100.00	0.00
200-5-60-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
200-5-60-5496 Meters Fin Note Debt Svc	0.00	0.00	12,859.43	0.00 (	12,859.43)
<b>TOTAL CAPITAL OUTLAY</b>	<b>3,638.00</b>	<b>3,138.00</b>	<b>15,997.43</b>	<b>439.73 (</b>	<b>12,359.43)</b>
<b>TOTAL NON-DEPARTMENTAL</b>	<b>1,569,344.00</b>	<b>206,625.33</b>	<b>1,010,157.29</b>	<b>64.37</b>	<b>559,186.71</b>
<b>TOTAL EXPENDITURES</b>	<b>1,569,344.00</b>	<b>206,625.33</b>	<b>1,010,157.29</b>	<b>64.37</b>	<b>559,186.71</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 64,094.00) (</b>	<b>58,031.15)</b>	<b>218,475.00</b>	<b>(</b>	<b>282,569.00)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

301-STREET MAINTENANCE  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>150,250.00</u>	<u>17,491.21</u>	<u>161,997.91</u>	<u>107.82</u>	<u>( 11,747.91)</u>
TOTAL REVENUES	<u>150,250.00</u>	<u>17,491.21</u>	<u>161,997.91</u>	<u>107.82</u>	<u>( 11,747.91)</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>300,595.00</u>	<u>8,436.45</u>	<u>56,900.56</u>	<u>18.93</u>	<u>243,694.44</u>
TOTAL EXPENDITURES	<u>300,595.00</u>	<u>8,436.45</u>	<u>56,900.56</u>	<u>18.93</u>	<u>243,694.44</u>
REVENUES OVER/ (UNDER) EXPENDITURES	( 150,345.00)	9,054.76	105,097.35		( 255,442.35)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

301-STREET MAINTENANCE

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>TAXES</b>					
301-4-60-4039 STREET SALES TAX	150,000.00	17,447.62	161,630.92	107.75 (	11,630.92)
TOTAL TAXES	150,000.00	17,447.62	161,630.92	107.75 (	11,630.92)
<b>INVESTMENT INCOME</b>					
301-4-60-4400 INTEREST INCOME	250.00	43.59	366.99	146.80 (	116.99)
TOTAL INVESTMENT INCOME	250.00	43.59	366.99	146.80 (	116.99)
<b>MISCELLANEOUS REVENUE</b>					
301-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
301-4-60-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<b>OTHER REVENUE</b>					
301-4-60-4700 UNEXPENDED BALANCE TRANSFER	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>150,250.00</b>	<b>17,491.21</b>	<b>161,997.91</b>	<b>107.82 (</b>	<b>11,747.91)</b>
<b>TOTAL REVENUES</b>	<b>150,250.00</b>	<b>17,491.21</b>	<b>161,997.91</b>	<b>107.82 (</b>	<b>11,747.91)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

301-STREET MAINTENANCE

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>CONTRACTUAL SERVICES</b>					
301-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
<b>MISCELLANEOUS OTHER EXP</b>					
301-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
301-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
301-5-60-5345 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
<b>CAPITAL OUTLAY</b>					
301-5-60-5469 TRANSFER TO STREET DEPARTMENT	300,595.00	8,436.45	56,900.56	18.93	243,694.44
TOTAL CAPITAL OUTLAY	300,595.00	8,436.45	56,900.56	18.93	243,694.44
<b>TOTAL NON-DEPARTMENTAL</b>	<b>300,595.00</b>	<b>8,436.45</b>	<b>56,900.56</b>	<b>18.93</b>	<b>243,694.44</b>
<b>TOTAL EXPENDITURES</b>	<b>300,595.00</b>	<b>8,436.45</b>	<b>56,900.56</b>	<b>18.93</b>	<b>243,694.44</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 150,345.00)</b>	<b>9,054.76</b>	<b>105,097.35</b>		<b>( 255,442.35)</b>



CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

310-COURT SECURITY FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	<u>1,600.00</u>	<u>233.87</u>	<u>2,251.73</u>	<u>140.73</u> (	<u>651.73)</u>
TOTAL REVENUES	<u>1,600.00</u>	<u>233.87</u>	<u>2,251.73</u>	<u>140.73</u> (	<u>651.73)</u>
<u>EXPENDITURE SUMMARY</u>					
COURT	<u>1,000.00</u>	<u>0.00</u>	<u>377.00</u>	<u>37.70</u>	<u>623.00</u>
TOTAL EXPENDITURES	<u>1,000.00</u>	<u>0.00</u>	<u>377.00</u>	<u>37.70</u>	<u>623.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	600.00	233.87	1,874.73	(	1,274.73)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

310-COURT SECURITY FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>COURT</b>					
<b>COURT REVENUE</b>					
310-4-50-4104 COURT SECURITY FEE	1,500.00	233.87	2,233.35	148.89 (	733.35)
310-4-50-4105 MUNI COURT BLDG SECURITY	100.00	0.00	18.38	18.38	81.62
TOTAL COURT REVENUE	1,600.00	233.87	2,251.73	140.73 (	651.73)
<b>INVESTMENT INCOME</b>					
310-4-50-4491 MUNI CT TECHNOLOGY	0.00	0.00	0.00	0.00	0.00
TOTAL INVESTMENT INCOME	0.00	0.00	0.00	0.00	0.00
<b>TOTAL COURT</b>	1,600.00	233.87	2,251.73	140.73 (	651.73)
<b>TOTAL REVENUES</b>	1,600.00	233.87	2,251.73	140.73 (	651.73)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

310-COURT SECURITY FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
MISCELLANEOUS OTHER EXP					
310-5-50-5311 OFFICE SECURITY	1,000.00	0.00	377.00	37.70	623.00
TOTAL MISCELLANEOUS OTHER EXP	<u>1,000.00</u>	<u>0.00</u>	<u>377.00</u>	<u>37.70</u>	<u>623.00</u>
<hr/>					
TOTAL COURT	1,000.00	0.00	377.00	37.70	623.00
<hr/>					
TOTAL EXPENDITURES	<u>1,000.00</u>	<u>0.00</u>	<u>377.00</u>	<u>37.70</u>	<u>623.00</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	600.00	233.87	1,874.73	(	1,274.73)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

320-COURT TECHNOLOGY FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	<u>1,600.00</u>	<u>190.93</u>	<u>1,847.70</u>	<u>115.48</u>	( <u>247.70</u> )
TOTAL REVENUES	<u>1,600.00</u>	<u>190.93</u>	<u>1,847.70</u>	<u>115.48</u>	( <u>247.70</u> )
<u>EXPENDITURE SUMMARY</u>					
COURT	<u>6,500.00</u>	<u>268.15</u>	<u>4,973.96</u>	<u>76.52</u>	<u>1,526.04</u>
TOTAL EXPENDITURES	<u>6,500.00</u>	<u>268.15</u>	<u>4,973.96</u>	<u>76.52</u>	<u>1,526.04</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 4,900.00 )	( 77.22 )	( 3,126.26 )		( 1,773.74 )

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

320-COURT TECHNOLOGY FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT =====					
COURT REVENUE					
320-4-50-4102 COURT TECHNOLOGY FEE	1,500.00	190.93	1,847.70	123.18 (	347.70)
320-4-50-4191 MUNI COURT TECHNOLOGY	100.00	0.00	0.00	0.00	100.00
TOTAL COURT REVENUE	<u>1,600.00</u>	<u>190.93</u>	<u>1,847.70</u>	<u>115.48 (</u>	<u>247.70)</u>
<hr/>					
TOTAL COURT	1,600.00	190.93	1,847.70	115.48 (	247.70)
<hr/>					
TOTAL REVENUES	<u>1,600.00</u>	<u>190.93</u>	<u>1,847.70</u>	<u>115.48 (</u>	<u>247.70)</u>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

320-COURT TECHNOLOGY FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>COURT</b>					
<b>MISCELLANEOUS OTHER EXP</b>					
320-5-50-5300 COMPUTER SOFTWARE & SUPPORT	5,000.00	268.15	4,973.96	99.48	26.04
TOTAL MISCELLANEOUS OTHER EXP	<u>5,000.00</u>	<u>268.15</u>	<u>4,973.96</u>	<u>99.48</u>	<u>26.04</u>
<b>CAPITAL OUTLAY</b>					
320-5-50-5414 COMPUTERS	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL CAPITAL OUTLAY	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
<b>TOTAL COURT</b>	<b>6,500.00</b>	<b>268.15</b>	<b>4,973.96</b>	<b>76.52</b>	<b>1,526.04</b>
<b>TOTAL EXPENDITURES</b>	<b><u>6,500.00</u></b>	<b><u>268.15</u></b>	<b><u>4,973.96</u></b>	<b><u>76.52</u></b>	<b><u>1,526.04</u></b>
REVENUES OVER/ (UNDER) EXPENDITURES	( 4,900.00)	( 77.22)	( 3,126.26)		( 1,773.74)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

330-COURT EFFICIENCY FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL REVENUES	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
<u>EXPENDITURE SUMMARY</u>					
COURT	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

330-COURT EFFICIENCY FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT =====					
COURT REVENUE					
330-4-50-4110 ADMINISTRATIVE COURT FEES	100.00	0.00	0.00	0.00	100.00
TOTAL COURT REVENUE	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL COURT	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL REVENUES	100.00	0.00	0.00	0.00	100.00
<hr/>					



CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

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330-COURT EFFICIENCY FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>COURT</b>					
<b>=====</b>					
<b>SUPPLIES &amp; OPERATION EXP</b>					
330-5-50-5158 OFFICE SUPPLIES	100.00	0.00	0.00	0.00	100.00
TOTAL SUPPLIES & OPERATION EXP	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
<b>-----</b>					
TOTAL COURT	100.00	0.00	0.00	0.00	100.00
<b>-----</b>					
TOTAL EXPENDITURES	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
<b>=====</b>					
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

430-DEBT SERVICE FUND 2014  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>199,850.00</u>	<u>154.88</u>	<u>202,322.25</u>	<u>101.24</u>	<u>( 2,472.25)</u>
TOTAL REVENUES	<u>199,850.00</u>	<u>154.88</u>	<u>202,322.25</u>	<u>101.24</u>	<u>( 2,472.25)</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>199,350.00</u>	<u>0.00</u>	<u>29,675.00</u>	<u>14.89</u>	<u>169,675.00</u>
TOTAL EXPENDITURES	<u>199,350.00</u>	<u>0.00</u>	<u>29,675.00</u>	<u>14.89</u>	<u>169,675.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	500.00	154.88	172,647.25		( 172,147.25)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

430-DEBT SERVICE FUND 2014

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>TAXES</b>					
430-4-60-4020 PENALTY & INTEREST ON TAXES	500.00	47.24	589.88	117.98 (	89.88)
430-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	198,950.00	107.64	201,732.37	101.40 (	2,782.37)
TOTAL TAXES	199,450.00	154.88	202,322.25	101.44 (	2,872.25)
<b>MISCELLANEOUS REVENUE</b>					
430-4-60-4577 TRSF FROM STREETS-PAYING AGENT	400.00	0.00	0.00	0.00	400.00
430-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
430-4-60-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	400.00	0.00	0.00	0.00	400.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>199,850.00</b>	<b>154.88</b>	<b>202,322.25</b>	<b>101.24 (</b>	<b>2,472.25)</b>
<b>TOTAL REVENUES</b>	<b>199,850.00</b>	<b>154.88</b>	<b>202,322.25</b>	<b>101.24 (</b>	<b>2,472.25)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

430-DEBT SERVICE FUND 2014

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>CONTRACTUAL SERVICES</b>					
430-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
430-5-60-5276 PAYING AGENT FEES	400.00	0.00	200.00	50.00	200.00
430-5-60-5298 BOND PRINCIPAL - SERIES 2014	140,000.00	0.00	0.00	0.00	140,000.00
430-5-60-5299 BOND INTEREST - SERIES 2014	58,950.00	0.00	29,475.00	50.00	29,475.00
TOTAL CONTRACTUAL SERVICES	199,350.00	0.00	29,675.00	14.89	169,675.00
<b>MISCELLANEOUS OTHER EXP</b>					
430-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
430-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
430-5-60-5345 Depreciation Expense	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
<b>CAPITAL OUTLAY</b>					
430-5-60-5461 TRANSFER TO WATER FUND	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>199,350.00</b>	<b>0.00</b>	<b>29,675.00</b>	<b>14.89</b>	<b>169,675.00</b>
<b>TOTAL EXPENDITURES</b>	<b>199,350.00</b>	<b>0.00</b>	<b>29,675.00</b>	<b>14.89</b>	<b>169,675.00</b>
<b>REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>500.00</b>	<b>154.88</b>	<b>172,647.25</b>		<b>( 172,147.25)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

450-DEBT SERVICE FUND 2019  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>717,050.00</u>	<u>338.85</u>	<u>727,206.80</u>	<u>101.42</u>	<u>( 10,156.80)</u>
TOTAL REVENUES	<u>717,050.00</u>	<u>338.85</u>	<u>727,206.80</u>	<u>101.42</u>	<u>( 10,156.80)</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>716,050.00</u>	<u>0.00</u>	<u>145,525.00</u>	<u>20.32</u>	<u>570,525.00</u>
TOTAL EXPENDITURES	<u>716,050.00</u>	<u>0.00</u>	<u>145,525.00</u>	<u>20.32</u>	<u>570,525.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	338.85	581,681.80	(	580,681.80)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

450-DEBT SERVICE FUND 2019

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>TAXES</b>					
450-4-60-4020 PENALTY & INTEREST ON TAXES	1,000.00	117.41	1,920.74	192.07 (	920.74)
450-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	715,650.00	221.44	725,286.06	101.35 (	9,636.06)
TOTAL TAXES	716,650.00	338.85	727,206.80	101.47 (	10,556.80)
<b>MISCELLANEOUS REVENUE</b>					
450-4-60-4573 TRSF FROM WASTEWATER-PAY AGENT	400.00	0.00	0.00	0.00	400.00
450-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
450-4-60-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	400.00	0.00	0.00	0.00	400.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>717,050.00</b>	<b>338.85</b>	<b>727,206.80</b>	<b>101.42 (</b>	<b>10,156.80)</b>
<b>TOTAL REVENUES</b>	<b>717,050.00</b>	<b>338.85</b>	<b>727,206.80</b>	<b>101.42 (</b>	<b>10,156.80)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

450-DEBT SERVICE FUND 2019

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>CONTRACTUAL SERVICES</b>					
450-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
450-5-60-5207 BOND PRINCIPAL-SERIES 2019	425,000.00	0.00	0.00	0.00	425,000.00
450-5-60-5208 BOND INTEREST - SERIES 2019	290,650.00	0.00	145,325.00	50.00	145,325.00
450-5-60-5276 PAYING AGENT FEES	400.00	0.00	200.00	50.00	200.00
TOTAL CONTRACTUAL SERVICES	716,050.00	0.00	145,525.00	20.32	570,525.00
<b>MISCELLANEOUS OTHER EXP</b>					
450-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
450-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
450-5-60-5345 Depreciation Expense	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
<b>CAPITAL OUTLAY</b>					
450-5-60-5462 TRANSFER OUT TO WASTEWATER FD	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>716,050.00</b>	<b>0.00</b>	<b>145,525.00</b>	<b>20.32</b>	<b>570,525.00</b>
<b>TOTAL EXPENDITURES</b>	<b>716,050.00</b>	<b>0.00</b>	<b>145,525.00</b>	<b>20.32</b>	<b>570,525.00</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>1,000.00</b>	<b>338.85</b>	<b>581,681.80</b>	<b>(</b>	<b>580,681.80)</b>

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

460-DEBT SERVICE FUND 2020  
FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

NON-DEPARTMENTAL	316,520.00	183.19	320,551.01	101.27	( 4,031.01)
TOTAL REVENUES	316,520.00	183.19	320,551.01	101.27	( 4,031.01)

EXPENDITURE SUMMARY

NON-DEPARTMENTAL	315,520.00	0.00	10,140.00	3.21	305,380.00
TOTAL EXPENDITURES	315,520.00	0.00	10,140.00	3.21	305,380.00
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	183.19	310,411.01		( 309,411.01)



CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

460-DEBT SERVICE FUND 2020

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>TAXES</b>					
460-4-60-4020 PENALTY & INTEREST ON TAXES	1,000.00	56.72	911.00	91.10	89.00
460-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	315,280.00	126.47	319,640.01	101.38 (	4,360.01)
TOTAL TAXES	316,280.00	183.19	320,551.01	101.35 (	4,271.01)
<b>MISCELLANEOUS REVENUE</b>					
460-4-60-4573 TRSF FROM WASTEWATER-PAY AGENT	240.00	0.00	0.00	0.00	240.00
460-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
460-4-60-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	240.00	0.00	0.00	0.00	240.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>316,520.00</b>	<b>183.19</b>	<b>320,551.01</b>	<b>101.27 (</b>	<b>4,031.01)</b>
<b>TOTAL REVENUES</b>	<b>316,520.00</b>	<b>183.19</b>	<b>320,551.01</b>	<b>101.27 (</b>	<b>4,031.01)</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

460-DEBT SERVICE FUND 2020

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>NON-DEPARTMENTAL</u>					
<u>CONTRACTUAL SERVICES</u>					
460-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
460-5-60-5248 DEBT SERVICE INTEREST TAX NOTE	20,280.00	0.00	10,140.00	50.00	10,140.00
460-5-60-5249 DEBT SERVICE PRINCIPAL TAX NTS	295,000.00	0.00	0.00	0.00	295,000.00
460-5-60-5276 PAYING AGENT FEES	240.00	0.00	0.00	0.00	240.00
TOTAL CONTRACTUAL SERVICES	<u>315,520.00</u>	<u>0.00</u>	<u>10,140.00</u>	<u>3.21</u>	<u>305,380.00</u>
<u>MISCELLANEOUS OTHER EXP</u>					
460-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
460-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
460-5-60-5345 Depreciation Expense	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL NON-DEPARTMENTAL	315,520.00	0.00	10,140.00	3.21	305,380.00
TOTAL EXPENDITURES	<u>315,520.00</u>	<u>0.00</u>	<u>10,140.00</u>	<u>3.21</u>	<u>305,380.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	1,000.00	183.19	310,411.01	(	309,411.01)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

470-DEBT SERVICE FUND 2023  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON DEPARTMENTAL	<u>237,383.00</u>	<u>56.56</u>	<u>239,591.47</u>	100.93	( <u>2,208.47</u> )
TOTAL REVENUES	<u>237,383.00</u>	<u>56.56</u>	<u>239,591.47</u>	100.93	( <u>2,208.47</u> )
<u>EXPENDITURE SUMMARY</u>					
NON DEPARTMENTAL	<u>236,383.00</u>	<u>0.00</u>	<u>80,195.62</u>	33.93	<u>156,187.38</u>
TOTAL EXPENDITURES	<u>236,383.00</u>	<u>0.00</u>	<u>80,195.62</u>	33.93	<u>156,187.38</u>
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	56.56	159,395.85		( 158,395.85 )

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

470-DEBT SERVICE FUND 2023

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON DEPARTMENTAL</b>					
<b>TAXES</b>					
470-4-60-4020 PENALTY AND INTEREST ON TAXES	1,000.00	24.34	560.21	56.02	439.79
470-4-60-4031 PROPERTY TAX - DEBT SERVICE FD	235,983.00	32.22	239,031.26	101.29 (	3,048.26)
TOTAL TAXES	236,983.00	56.56	239,591.47	101.10 (	2,608.47)
<b>MISCELLANEOUS REVENUE</b>					
470-4-60-4572 TRSF FROM WATER - PAY AGENT	400.00	0.00	0.00	0.00	400.00
TOTAL MISCELLANEOUS REVENUE	400.00	0.00	0.00	0.00	400.00
<b>TOTAL NON DEPARTMENTAL</b>	<b>237,383.00</b>	<b>56.56</b>	<b>239,591.47</b>	<b>100.93 (</b>	<b>2,208.47)</b>
<b>TOTAL REVENUES</b>	<b>237,383.00</b>	<b>56.56</b>	<b>239,591.47</b>	<b>100.93 (</b>	<b>2,208.47)</b>

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

470-DEBT SERVICE FUND 2023

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON DEPARTMENTAL</b>					
<b>CONTRACTUAL SERVICES</b>					
470-5-60-5209 BOND PRINCIPAL - SERIES 2023	65,000.00	0.00	0.00	0.00	65,000.00
470-5-60-5210 BOND INTEREST - SERIES 2023	170,983.00	0.00	80,195.62	46.90	90,787.38
470-5-60-5276 PAYING AGENT FEES	400.00	0.00	0.00	0.00	400.00
TOTAL CONTRACTUAL SERVICES	236,383.00	0.00	80,195.62	33.93	156,187.38
TOTAL NON DEPARTMENTAL	236,383.00	0.00	80,195.62	33.93	156,187.38
TOTAL EXPENDITURES	236,383.00	0.00	80,195.62	33.93	156,187.38
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	56.56	159,395.85		( 158,395.85)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

701-CAPITAL PROJECTS FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
NON-DEPARTMENTAL	0.00	271.75	2,701.15	0.00	( 2,701.15)
TOTAL REVENUES	0.00	271.75	2,701.15	0.00	( 2,701.15)
<u>EXPENDITURE SUMMARY</u>					
CAPITAL IMPROVEMENTS	3,375,535.00	7,432.50	563,424.13	16.69	2,812,110.87
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,375,535.00	7,432.50	563,424.13	16.69	2,812,110.87
REVENUES OVER/(UNDER) EXPENDITURES	( 3,375,535.00)	( 7,160.75)	( 560,722.98)		( 2,814,812.02)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

701-CAPITAL PROJECTS FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>CAPITAL IMPROVEMENTS</b>					
<b>UTILITY REVENUE</b>					
701-4-35-4640 OTHER SOURCES - BOND PREMIUM	0.00	0.00	0.00	0.00	0.00
701-4-35-4641 OTHER SOURCES - BOND ISSUANCE	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
<b>NON-DEPARTMENTAL</b>					
<b>INVESTMENT INCOME</b>					
701-4-60-4401 INTEREST INCOME - GO BONDS	0.00	271.75	2,701.15	0.00 (	2,701.15)
TOTAL INVESTMENT INCOME	0.00	271.75	2,701.15	0.00 (	2,701.15)
<b>MISCELLANEOUS REVENUE</b>					
701-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<b>UTILITY REVENUE</b>					
701-4-60-4640 OTHER SOURCES - BOND PREMIUM	0.00	0.00	0.00	0.00	0.00
701-4-60-4641 OTHER SOURCES - BOND ISSUANCE	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	0.00	271.75	2,701.15	0.00 (	2,701.15)
TOTAL REVENUES	0.00	271.75	2,701.15	0.00 (	2,701.15)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

701-CAPITAL PROJECTS FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>CAPITAL IMPROVEMENTS</b>					
<b>MISCELLANEOUS OTHER EXP</b>					
701-5-35-5303 BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00
701-5-35-5330 WATER CIP PACKAGES 1-4	3,375,535.00	7,432.50	563,424.13	16.69	2,812,110.87
TOTAL MISCELLANEOUS OTHER EXP	<u>3,375,535.00</u>	<u>7,432.50</u>	<u>563,424.13</u>	<u>16.69</u>	<u>2,812,110.87</u>
TOTAL CAPITAL IMPROVEMENTS	3,375,535.00	7,432.50	563,424.13	16.69	2,812,110.87
<b>NON-DEPARTMENTAL</b>					
<b>CONTRACTUAL SERVICES</b>					
701-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>MISCELLANEOUS OTHER EXP</b>					
701-5-60-5303 BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00
701-5-60-5304 BOND INTEREST	0.00	0.00	0.00	0.00	0.00
701-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
701-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
701-5-60-5345 Depreciation Expense	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>CAPITAL OUTLAY</b>					
701-5-60-5460 TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>3,375,535.00</u>	<u>7,432.50</u>	<u>563,424.13</u>	<u>16.69</u>	<u>2,812,110.87</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 3,375,535.00)	( 7,160.75)	( 560,722.98)		( 2,814,812.02)



CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

702-DRAINAGE FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
CAPITAL IMPROVEMENTS	<u>60,900.00</u>	<u>2,200.00</u>	<u>40,521.25</u>	<u>66.54</u>	<u>20,378.75</u>
TOTAL REVENUES	<u>60,900.00</u>	<u>2,200.00</u>	<u>40,521.25</u>	<u>66.54</u>	<u>20,378.75</u>
<u>EXPENDITURE SUMMARY</u>					
CAPITAL IMPROVEMENTS	<u>68,000.00</u>	<u>2,221.91</u>	<u>91,211.56</u>	<u>134.13</u>	<u>( 23,211.56)</u>
TOTAL EXPENDITURES	<u>68,000.00</u>	<u>2,221.91</u>	<u>91,211.56</u>	<u>134.13</u>	<u>( 23,211.56)</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 7,100.00)	( 21.91)	( 50,690.31)		43,590.31

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

702-DRAINAGE FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>CAPITAL IMPROVEMENTS</b>					
<b>CHARGE FOR SERVICES</b>					
702-4-35-4221 RSDP ZONE 7	100.00	0.00	0.00	0.00	100.00
702-4-35-4222 RSDP ZONE 1	100.00	0.00	0.00	0.00	100.00
702-4-35-4223 RSDP ZONE 2	100.00	0.00	0.00	0.00	100.00
702-4-35-4224 RSDP ZONE 8	100.00	0.00	0.00	0.00	100.00
702-4-35-4225 RSDP ZONE 5	100.00	0.00	0.00	0.00	100.00
702-4-35-4226 RSDP ZONE 3	100.00	0.00	0.00	0.00	100.00
702-4-35-4227 RSDP ZONE 4	100.00	0.00	0.00	0.00	100.00
702-4-35-4228 RSDP ZONE 6	100.00	0.00	0.00	0.00	100.00
702-4-35-4229 RSDP ZONE 9	100.00	0.00	0.00	0.00	100.00
TOTAL CHARGE FOR SERVICES	900.00	0.00	0.00	0.00	900.00
<b>LICENSE &amp; PERMITS</b>					
702-4-35-4309 Site Drainage Inspect Fee	0.00	0.00	0.00	0.00	0.00
702-4-35-4360 DRAINAGE REVIEW REVENUE	60,000.00	2,200.00	40,521.25	67.54	19,478.75
TOTAL LICENSE & PERMITS	60,000.00	2,200.00	40,521.25	67.54	19,478.75
<b>MISCELLANEOUS REVENUE</b>					
702-4-35-4500 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
702-4-35-4578 FUND BALANCE TRANSFER-IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>60,900.00</b>	<b>2,200.00</b>	<b>40,521.25</b>	<b>66.54</b>	<b>20,378.75</b>
<b>TOTAL REVENUES</b>	<b>60,900.00</b>	<b>2,200.00</b>	<b>40,521.25</b>	<b>66.54</b>	<b>20,378.75</b>

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

702-DRAINAGE FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>CAPITAL IMPROVEMENTS</b>					
<b>CONTRACTUAL SERVICES</b>					
702-5-35-5203 Final Site Drainage Inspection	0.00	0.00	0.00	0.00	0.00
702-5-35-5221 NIXON PLEASANT DRAINAGE IMPROV	0.00 (	325.00)	19,635.10	0.00 (	19,635.10)
702-5-35-5222 HUBBARD-HATLEY-PICKWICK DRAIN	0.00 (	455.00)	22,329.14	0.00 (	22,329.14)
702-5-35-5259 PROJECT MANAGEMENT	0.00	0.00	0.00	0.00	0.00
702-5-35-5270 ENGINEERING SERVICES	60,000.00	2,786.25	43,243.20	72.07	16,756.80
702-5-35-5274 NIXON PLEASANT DRAINAGE IMPROV	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	60,000.00	2,006.25	85,207.44	142.01 (	25,207.44)
<b>CAPITAL OUTLAY</b>					
702-5-35-5407 DRAINAGE EXPENDITURES ZONE 7	0.00	0.00	0.00	0.00	0.00
702-5-35-5485 MS-4 EXPENDITURES	8,000.00	215.66	6,004.12	75.05	1,995.88
TOTAL CAPITAL OUTLAY	8,000.00	215.66	6,004.12	75.05	1,995.88
<b>TOTAL CAPITAL IMPROVEMENTS</b>	68,000.00	2,221.91	91,211.56	134.13 (	23,211.56)
<b>TOTAL EXPENDITURES</b>	68,000.00	2,221.91	91,211.56	134.13 (	23,211.56)
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	( 7,100.00) (	21.91) (	50,690.31)		43,590.31

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

800-WASTE WATER FUND  
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,026,054.00</u>	<u>87,513.98</u>	<u>1,127,529.76</u>	109.89	( <u>101,475.76</u> )
TOTAL REVENUES	<u>1,026,054.00</u>	<u>87,513.98</u>	<u>1,127,529.76</u>	109.89	( <u>101,475.76</u> )
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,111,873.00</u>	<u>167,341.47</u>	<u>915,397.60</u>	82.33	<u>196,475.40</u>
TOTAL EXPENDITURES	<u>1,111,873.00</u>	<u>167,341.47</u>	<u>915,397.60</u>	82.33	<u>196,475.40</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 85,819.00)	( 79,827.49)	212,132.16		( 297,951.16)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

800-WASTE WATER FUND

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>INVESTMENT INCOME</b>					
800-4-60-4400 INTEREST INCOME	10,000.00	1,438.79	12,478.78	124.79 (	2,478.78)
800-4-60-4401 INTEREST INCOME-CHECKING	250.00	56.83	576.79	230.72 (	326.79)
TOTAL INVESTMENT INCOME	10,250.00	1,495.62	13,055.57	127.37 (	2,805.57)
<b>MISCELLANEOUS REVENUE</b>					
800-4-60-4565 GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
800-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
800-4-60-4579 Capital Lease Proceeds - Meter	0.00	0.00	324,645.00	0.00 (	324,645.00)
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	324,645.00	0.00 (	324,645.00)
<b>UTILITY REVENUE</b>					
800-4-60-4620 WASTEWATER	900,000.00	76,670.10	706,864.59	78.54	193,135.41
800-4-60-4628 CONNECT FEE	3,500.00	0.00	0.00	0.00	3,500.00
TOTAL UTILITY REVENUE	903,500.00	76,670.10	706,864.59	78.24	196,635.41
<b>OTHER REVENUE</b>					
800-4-60-4700 UNEXPENDED BALANCE TRANSFER	0.00	0.00	0.00	0.00	0.00
800-4-60-4706 INDUSTRIAL WASTE SURCHARGE	14,144.00	1,168.74	9,349.92	66.11	4,794.08
800-4-60-4709 PUD WASTEWATER SURCHARGE	98,160.00	8,179.52	73,614.68	74.99	24,545.32
800-4-60-4732 TRANSFER FROM 2012 DEBT SVC-FD	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	112,304.00	9,348.26	82,964.60	73.88	29,339.40
<b>TOTAL NON-DEPARTMENTAL</b>	<b>1,026,054.00</b>	<b>87,513.98</b>	<b>1,127,529.76</b>	<b>109.89 (</b>	<b>101,475.76)</b>
<b>TOTAL REVENUES</b>	<b>1,026,054.00</b>	<b>87,513.98</b>	<b>1,127,529.76</b>	<b>109.89 (</b>	<b>101,475.76)</b>

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 800-WASTE WATER FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-DEPARTMENTAL</b>					
<b>PERSONNEL</b>					
800-5-60-5000 SALARY	212,456.00	18,030.46	154,108.20	72.54	58,347.80
800-5-60-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
800-5-60-5006 OVERTIME/PLANNED OVERTIME	810.00	168.69	2,423.60	299.21 (	1,613.60)
800-5-60-5007 STIPENDS/CERTIFICATIONS	15,521.00	0.00	12,413.90	79.98	3,107.10
800-5-60-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
800-5-60-5010 TRAINING	2,500.00	0.00	326.00	13.04	2,174.00
800-5-60-5020 HEALTH INSURANCE	25,000.00	1,732.34	14,361.86	57.45	10,638.14
800-5-60-5030 WORKERS COMP INSURANCE	4,600.00	0.00	4,466.35	97.09	133.65
800-5-60-5035 SOCIAL SECURITY/MEDICARE	17,502.00	1,392.23	12,926.64	73.86	4,575.36
800-5-60-5040 UNEMPLOYMENT COMP INSUR	250.00	2.34	288.05	115.22 (	38.05)
800-5-60-5050 TX MUNICIPAL RETIREMENT SYS	29,742.00	2,360.42	20,449.66	68.76	9,292.34
800-5-60-5051 PENSION / OPEB	0.00	0.00	0.00	0.00	0.00
800-5-60-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PERSONNEL</b>	<b>308,381.00</b>	<b>23,686.48</b>	<b>221,764.26</b>	<b>71.91</b>	<b>86,616.74</b>
<b>SUPPLIES &amp; OPERATION EXP</b>					
800-5-60-5103 PRINTING & REPRODUCTION	200.00	0.00	0.00	0.00	200.00
800-5-60-5125 TRAVEL	2,500.00	0.00	1,104.14	44.17	1,395.86
800-5-60-5130 UTILITIES	42,500.00	2,016.14	35,590.97	83.74	6,909.03
800-5-60-5145 UNIFORMS & ACCESSORIES	1,500.00	0.00	401.16	26.74	1,098.84
800-5-60-5163 GRINDER PUMP MAINT/REPLACEMENT	20,000.00	1,701.74	32,370.55	161.85 (	12,370.55)
800-5-60-5166 MAINTENANCE & REPAIRS	30,000.00	0.00	13,423.55	44.75	16,576.45
800-5-60-5167 ADMINISTRATIVE FEES	40,000.00	0.00	0.00	0.00	40,000.00
800-5-60-5168 TRANSFER TO UTILITY BILLING	61,000.00	0.00	0.00	0.00	61,000.00
800-5-60-5171 EQUIPMENT	3,900.00	0.00	337.50	8.65	3,562.50
800-5-60-5172 SAFETY EQUIPMENT	375.00	114.70	304.55	81.21	70.45
800-5-60-5192 Electronic Meter Project	0.00	93,786.99	199,886.31	0.00 (	199,886.31)
800-5-60-5193 METER REPLACEMENT	50,000.00	0.00	0.00	0.00	50,000.00
800-5-60-5195 VEHICLE OPERATIONS	2,000.00	218.47	1,557.07	77.85	442.93
<b>TOTAL SUPPLIES &amp; OPERATION EXP</b>	<b>253,975.00</b>	<b>97,838.04</b>	<b>284,975.80</b>	<b>112.21 (</b>	<b>31,000.80)</b>
<b>CONTRACTUAL SERVICES</b>					
800-5-60-5200 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
800-5-60-5210 LEGAL SERVICES	1,000.00	0.00	0.00	0.00	1,000.00
800-5-60-5218 ANNUAL TELEVISIONING/SMOKE TEST	32,500.00	0.00	32,500.00	100.00	0.00
800-5-60-5219 UTILITY BILLING/COLLECTIONE	0.00	0.00	0.00	0.00	0.00
800-5-60-5232 UTILITY BILLING-COLLECT ADDNL	0.00	0.00	0.00	0.00	0.00
800-5-60-5233 CROSSROADS CONTRACT	97,980.00	8,165.00	65,320.00	66.67	32,660.00
800-5-60-5234 CROSSROADS EMERG/M&O REPAIRS	40,000.00	2,083.76	51,085.73	127.71 (	11,085.73)
800-5-60-5240 INSURANCE - PROP & GEN LIAB	450.00	0.00	425.32	94.52	24.68
800-5-60-5255 VEHICLE INSURANCE	1,850.00	0.00	1,589.36	85.91	260.64
800-5-60-5270 ENGINEERING SERVICES	10,000.00	190.00	427.50	4.28	9,572.50
800-5-60-5271 RATE CONSULTING SERVICES	0.00	0.00	0.00	0.00	0.00
800-5-60-5290 WASTEWATER FEES	335,000.00	30,824.67	221,693.64	66.18	113,306.36

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2024

800-WASTE WATER FUND

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
800-5-60-5292 INDUSTRIAL WASTE SURCHARGES	14,100.00	1,392.56	11,140.48	79.01	2,959.52
TOTAL CONTRACTUAL SERVICES	532,880.00	42,655.99	384,182.03	72.10	148,697.97
MISCELLANEOUS OTHER EXP					
800-5-60-5300 COMPUTER SOFTWARE & SUPPORT	1,000.00	0.00	0.00	0.00	1,000.00
800-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
800-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
800-5-60-5325 CCTV INSPECTION AND PIPE CLEAN	0.00	0.00	0.00	0.00	0.00
800-5-60-5326 QUARTERLY GIS MAP UPDATE	10,000.00	37.25	7,253.84	72.54	2,746.16
800-5-60-5342 DEBT SERVICE - 2012A INTEREST	0.00	0.00	0.00	0.00	0.00
800-5-60-5345 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
800-5-60-5347 DEBT SERVICE - INTEREST 2019 R	0.00	0.00	0.00	0.00	0.00
800-5-60-5350 TOOLS	2,000.00	0.00	1,097.23	54.86	902.77
TOTAL MISCELLANEOUS OTHER EXP	13,000.00	37.25	8,351.07	64.24	4,648.93
CAPITAL OUTLAY					
800-5-60-5414 COMPUTERS	500.00	0.00	0.00	0.00	500.00
800-5-60-5461 TRANSFER TO WATER FUND	0.00	0.00	0.00	0.00	0.00
800-5-60-5494 VEH FIN NOTE - DEBT SERVICE	3,137.00	3,123.71	3,123.71	99.58	13.29
800-5-60-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
800-5-60-5496 LIFT STATION AUTOMATION	0.00	0.00	85.50	0.00 (	85.50)
800-5-60-5497 LIFT STATION EMERGENCY POWER	0.00	0.00	55.80	0.00 (	55.80)
800-5-60-5498 Meters Fin Note - Debt Svc	0.00	0.00	12,859.43	0.00 (	12,859.43)
TOTAL CAPITAL OUTLAY	3,637.00	3,123.71	16,124.44	443.34 (	12,487.44)
TOTAL NON-DEPARTMENTAL	1,111,873.00	167,341.47	915,397.60	82.33	196,475.40
TOTAL EXPENDITURES	1,111,873.00	167,341.47	915,397.60	82.33	196,475.40
REVENUES OVER/(UNDER) EXPENDITURES	( 85,819.00)	( 79,827.49)	212,132.16		( 297,951.16)

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
100-1000	CLAIM ON POOLED CASH	2,504,567.84
100-1011	PETTY CASH - COURT	250.00
100-1014	CASH - TAX NOTES	2,008,274.47
100-1016	MERCHANT ACCT CASH	0.00
100-1018	CASH - DEVELOPMENT SERVICES	( 1,000.00)
100-1030	TEX-POOL	351,905.96
100-1050	NEW CASH	0.00
100-1131	NET PENSION ASSET	0.00
100-1141	DEFERRED OUTFLOWS OF RESOURCES	0.00
100-1142	DEFERRED OUTFLOWS - OPEB	0.00
100-1200	ACCOUNTS RECEIVABLE	0.00
100-1205	ALLOWANCE FOR UNCOLLECTIBLES	0.00
100-1206	ALLOWANCE FOR DOUBTFUL ACCTS	( 3,547.48)
100-1217	CENCOR PUD RECEIVABLE	0.00
100-1221	DUE FROM RCDC	7,076.77
100-1222	DUE FROM WATER FUND	0.00
100-1230	TAXES RECEIVABLE - GENERAL	26,731.21
100-1250	DUE FROM VENDORS	0.00
100-1350	SALES TAX RECEIVABLE	74,096.35
100-1399	LEASE RECEIVABLE	196,421.99
		<u>5,164,777.11</u>
<b>TOTAL ASSETS</b>		<u>5,164,777.11</u>

<b>LIABILITIES</b>		
100-2000	ACCOUNTS PAYABLE POOLED	0.00
100-2008	ACCOUNTS PAYABLE - OTHER	4,326.55
100-2010	HEALTH INSURANCE PAYABLE	3,757.88
100-2012	AFLAC INSURANCE PAYABLE	296.68
100-2015	EDC SALES TAX PAYABLE	0.00
100-2016	EMPLOYEE 457 CONTRIB PAYABLE	4,045.76
100-2020	FEDERAL WH PAYABLE	0.09
100-2030	UNEMPLOYMENT TAX PAYABLE	29.67
100-2035	SOCIAL SEC/MEDICARE PAYABLE	( 692.05)
100-2050	APPEARANCE BOND RESERVE	0.00
100-2055	OMNIBASE PAYABLE	1.31
100-2060	RETIREMENT PAYOUT RESERVE	0.00
100-2070	DEFERRED REVENUE	14,760.04
100-2075	CHILD SUPPORT GARNISHMENT	554.56
100-2080	TMRS RETIREMENT WITHHELD	2,019.21
100-2110	COMPENSATED ABSENCE PAY	0.00
100-2115	WAGES PAYABLE	20,510.00
100-2117	UNCLAIMED PROPERTY	0.00
100-2122	ACCRUED INTEREST PAYABLE	0.00
100-2132	MY PARK DAY	0.00
100-2137	PARK PET PAVERS	0.00
100-2138	TAX NOTES PAYABLE-SR 2020	0.00
100-2139	DEFERRED REV-LEOSE FUNDS	1,799.01



CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
100-2140	VEHICLE FINANCING NOTES	0.00
100-2141	ARPA DEFERRED REVENUE	7,745.13
100-2249	DEFERRED REV-FIELD RENTAL	0.00
100-2250	DEFERRED TAX REV=DELINQUENT TX	23,183.73
100-2253	DUE TO 2023 BOND ISSUE	0.00
100-2299	DEFERRED INFLOW - LEASE	201,905.85
100-2300	DUE TO DRAINAGE FUND	69,387.00
100-2301	DUE TO RCDC	0.00
100-2425	BLDG & MISC DEPOSITS	0.00
100-2600	TRAFFIC FINE RESERVE	23,110.35
	TOTAL LIABILITIES	<u>376,740.77</u>
<b>EQUITY</b>		
100-3000	FUND BALANCE-UNAPPROPRATED	5,489,220.26
100-3030	AMOUNT TO BE PROVIDED FOR	( 1,320,851.07)
	TOTAL BEGINNING EQUITY	<u>4,168,369.19</u>
	TOTAL REVENUE	2,749,758.64
	TOTAL EXPENSES	<u>2,130,091.49</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	619,667.15
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>4,788,036.34</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	<u><u>5,164,777.11</u></u>

200-WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
200-1000	CLAIM ON POOLED CASH	987,388.25
200-1016	MERCHANT ACCT CASH	0.00
200-1018	CASH - DEVELOPMENT SERVICES	1,000.00
200-1030	TEX-POOL	65,925.08
200-1131	NET PENSION	( 61,757.00)
200-1141	DEFERRED OUTFLOW OF RESOURCES	45,917.32
200-1142	DEFERRED OUTFLOWS-OPEB	2,633.00
200-1200	ACCOUNTS RECEIVABLE	157,473.78
200-1201	ADDITIONAL RECYCLING RECEIVABL	41.92
200-1202	MISC AR -	0.00
200-1205	ALLOWANCE FOR UNCOLLECTIBLE	( 15,002.30)
200-1210	UNAPPLIED CREDITS	( 6,307.15)
200-1220	REFUNDS PAYABLE	( 4,374.78)
200-1250	ALLOWANCE FOR LOSSES	( 6,813.00)
200-1288	UNAPPLIED CREDITS - AUDIT ALT	407.00
200-1299	ACCOUNTS REC - AUDIT ALTERNATE	3,251.00
200-1300	RETURNED CHECKS RECEIVABLE	( 5,568.09)
200-1600	WATER SYSTEM	1,885,140.74
200-1601	WATER LINE IMPROVEMENTS	1,799,149.92
200-1605	W/WW IMP BCR	561,036.56
200-1606	CAP IMP BACKFLOW	92,420.00
200-1610	ACCUMULATED DEPRECIATION	( 2,242,587.34)
200-1620	EQUIPMENT	105,005.68
200-1621	COMPUTER	1,726.00
200-1628	ACCUM DEPREC MAINT & OFFICE	( 58,279.43)
		<u>3,307,827.16</u>
<b>TOTAL ASSETS</b>		<u>3,307,827.16</u>
<b>LIABILITIES</b>		
200-2000	ACCOUNTS PAYABLE POOLED	0.00
200-2008	ACCOUNTS PAYABLE OTHER	0.00
200-2010	HEALTH INSURANCE PAYABLE	( 1,330.78)
200-2012	AFLAC INSURANCE PAYABLE	5.47
200-2015	ECONOMIC DEV SALES TAX	0.00
200-2016	EMPLOYEE 457 CONTRIB PAYABL	0.00
200-2020	FEDERAL WH PAYABLE	0.20
200-2030	UNEMPLOYMENT TAX PAYABLE	( 213.18)
200-2035	SOC SEC/MEDICARE PAYABLE	3,570.80
200-2060	RETIREMENT PAYOUT RESERVE	0.00
200-2080	TMRS RETIREMENT PAYABLE	( 2,177.72)
200-2100	METER SERVICE DEPOSITS	0.00
200-2110	COMPENSATED ABSENCE PAYABLE	9,011.40
200-2115	WAGES PAYABLE	4,197.00
200-2120	BONDS PAYABLE-SR2014 WTR IMP	563,850.00
200-2121	BOND PREMIUM-SR2014 WTR IMPRV	28,717.76
200-2122	ACCRUED INTEREST PAYABLE	3,094.73
200-2123	GOVERNMENT CAPITAL LEASE	25,838.64

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

200-WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
200-2128	DUE TO VENDORS	0.00
200-2140	DEFERRED INFLOWS OF RESOURCES	783.00
200-2142	RES STORM DISCHA PERMIT-ZONE 8	3,412.00
200-2145	OPEB LIABILITY	8,243.00
200-2310	DUE TO MERCHANT ACCOUNT	0.00
200-2400	CUSTOMER DEPOSITS PAYABLE	179,970.00
200-2401	CUST DEPOSITS -AUDIT ALTERNATE	( 8,800.00)
200-2425	BLDG & MISC DEPOSITS	1,750.00
	TOTAL LIABILITIES	<u>819,922.32</u>
<b>EQUITY</b>		
=====		
200-3000	FUND BALANCE-UNAPPROPRATED	1,012,616.14
200-3600	INVEST IN FA NET RELATED DEBT	1,256,765.70
	TOTAL BEGINNING EQUITY	<u>2,269,381.84</u>
	TOTAL REVENUE	1,228,680.29
	TOTAL EXPENSES	<u>1,010,157.29</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	218,523.00
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>2,487,904.84</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	<u><u>3,307,827.16</u></u>

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

301-STREET MAINTENANCE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
301-1000	CLAIM ON POOLED CASH	558,119.34	
301-1350	SALES TAX RECEIVABLE	18,469.25	
			<u>576,588.59</u>
<b>TOTAL ASSETS</b>			<u>576,588.59</u>
<b>LIABILITIES</b>			
301-2000	ACCOUNTS PAYABLE POOLED	0.00	
301-2060	RETIREMENT PAYOUT RESERVE	0.00	
301-2140	VEHICLE FINANCING NOTES	0.00	
	<b>TOTAL LIABILITIES</b>		<u>0.00</u>
<b>EQUITY</b>			
301-3000	FUND BALANCE-UNAPPROPRATED	471,491.24	
	<b>TOTAL BEGINNING EQUITY</b>	471,491.24	
	<b>TOTAL REVENUE</b>	161,997.91	
	<b>TOTAL EXPENSES</b>	56,900.56	
	<b>TOTAL REVENUE OVER/ (UNDER) EXPENSES</b>	105,097.35	
	<b>TOTAL EQUITY &amp; REV. OVER/ (UNDER) EXP.</b>		<u>576,588.59</u>
	<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/ (UNDER) EXP.</b>		<u>576,588.59</u>

CITY OF ROLLINGWOOD  
 BALANCE SHEET  
 AS OF: JUNE 30TH, 2024

310-COURT SECURITY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
<b>ASSETS</b>				
<hr/>				
310-1000	CLAIM ON POOLED CASH	14,302.64		
			<u>14,302.64</u>	
	<b>TOTAL ASSETS</b>			<u>14,302.64</u>
<b>LIABILITIES</b>				
<hr/>				
310-2000	ACCOUNTS PAYABLE POOLED	0.00		
310-2050	APPEARANCE BOND RESERVE	0.00		
310-2060	RETIREMENT PAYOUT RESERVE	0.00		
310-2140	VECHICLE FINANCING NOTES	0.00		
	<b>TOTAL LIABILITIES</b>		<u>0.00</u>	
<b>EQUITY</b>				
<hr/>				
310-3000	UNAPPROPRIATED FUND BALANCE	3,685.92		
310-3450	RESERVE FOR COURT TECHNOLOGY	2,549.44		
310-3451	RESERVE FOR COURT SECURITY	6,192.55		
	<b>TOTAL BEGINNING EQUITY</b>		<u>12,427.91</u>	
	<b>TOTAL REVENUE</b>	2,251.73		
	<b>TOTAL EXPENSES</b>	377.00		
	<b>TOTAL REVENUE OVER/ (UNDER) EXPENSES</b>		<u>1,874.73</u>	
	<b>TOTAL EQUITY &amp; REV. OVER/ (UNDER) EXP.</b>		<u>14,302.64</u>	
	<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/ (UNDER) EXP.</b>			<u>14,302.64</u>

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

320-COURT TECHNOLOGY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<u>ASSETS</u>			
320-1000	CLAIM ON POOLED CASH	<u>7,906.41</u>	<u>7,906.41</u>
TOTAL ASSETS			<u><u>7,906.41</u></u>
<u>LIABILITIES</u>			
320-2000	ACCOUNTS PAYABLE POOLED	0.00	
320-2008	ACCOUNTS PAYABLE OTHER	0.00	
320-2050	APPEARANCE BOND RESERVE	0.00	
320-2060	RETIREMENT PAYOUT RESERVE	0.00	
320-2140	VEHICLE FINANCING NOTES	0.00	
	TOTAL LIABILITIES		<u>0.00</u>
<u>EQUITY</u>			
320-3450	FUND BALNCE - COURT TECH	<u>11,032.67</u>	
	TOTAL BEGINNING EQUITY	<u>11,032.67</u>	
TOTAL REVENUE		1,847.70	
TOTAL EXPENSES		4,973.96	
TOTAL REVENUE OVER/(UNDER) EXPENSES		<u>(3,126.26)</u>	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>7,906.41</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u><u>7,906.41</u></u>

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

330-COURT EFFICIENCY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
<b>ASSETS</b>				
=====				
330-1000	CLAIM ON POOLED CASH	<u>114.31</u>		
			<u>114.31</u>	
	<b>TOTAL ASSETS</b>			<u><u>114.31</u></u>
<b>LIABILITIES</b>				
=====				
330-2000	ACCOUNTS PAYABLE POOLED	0.00		
330-2060	RETIREMENT PAYOUT RESERVE	0.00		
330-2140	VEHICLE FINANCING NOTES	<u>0.00</u>		
	<b>TOTAL LIABILITIES</b>		<u>0.00</u>	
<b>EQUITY</b>				
=====				
330-3000	FUND BALANCE-UNAPPROPRATED	<u>114.31</u>		
	<b>TOTAL BEGINNING EQUITY</b>	<u>114.31</u>		
	<b>TOTAL REVENUE</b>	0.00		
	<b>TOTAL EXPENSES</b>	<u>0.00</u>		
	<b>TOTAL REVENUE OVER/ (UNDER) EXPENSES</b>	0.00		
	<b>TOTAL EQUITY &amp; REV. OVER/ (UNDER) EXP.</b>		<u>114.31</u>	
	<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/ (UNDER) EXP.</b>			<u><u>114.31</u></u>

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

430-DEBT SERVICE FUND 2014

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
430-1000	CLAIM ON POOLED CASH	172,647.71	
430-1007	CASH-DS SR2014 GO STREETS	( 1.34)	
430-1009	CASH-DS SR2014 WATER IMPROV	1.34	
430-1206	ALLOWANCE FOR DOUBTFUL COLL	( 2,820.50)	
430-1230	TAXES RECEIVABLE	<u>23,263.90</u>	
			<u>193,091.11</u>
TOTAL ASSETS			<u>193,091.11</u>
=====			
<b>LIABILITIES</b>			
=====			
430-2000	ACCOUNTS PAYABLE POOLED	0.00	
430-2060	Retirement Payout Reserve	0.00	
430-2140	Vehicle Financing Notes	0.00	
430-2250	DEFERRED TAX REV-DELINQUENT TX	<u>20,443.40</u>	
	TOTAL LIABILITIES		<u>20,443.40</u>
=====			
<b>EQUITY</b>			
=====			
430-3000	FUND BALANCE-UNAPPROPRATED	<u>0.46</u>	
	TOTAL BEGINNING EQUITY	0.46	
TOTAL REVENUE		202,322.25	
TOTAL EXPENSES		<u>29,675.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		172,647.25	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>172,647.71</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>193,091.11</u>
=====			



CITY OF ROLLINGWOOD  
 BALANCE SHEET  
 AS OF: JUNE 30TH, 2024

450-DEBT SERVICE FUND 2019

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<u>ASSETS</u>		
=====		
450-1000	CLAIM ON POOLED CASH	581,681.40
		<u>581,681.40</u>
TOTAL ASSETS		<u>581,681.40</u>
		=====
<u>LIABILITIES</u>		
=====		
450-2000	ACCOUNTS PAYABLE POOLED	0.00
450-2060	Retirement Payout Reserve	0.00
450-2140	Vehicle Financing Notes	0.00
	TOTAL LIABILITIES	<u>0.00</u>
<u>EQUITY</u>		
=====		
450-3000	FUND BALANCE-UNAPPROPRATED	( 0.40)
	TOTAL BEGINNING EQUITY	( 0.40)
TOTAL REVENUE		727,206.80
TOTAL EXPENSES		<u>145,525.00</u>
TOTAL REVENUE OVER/ (UNDER) EXPENSES		581,681.80
TOTAL EQUITY & REV. OVER/ (UNDER) EXP.		<u>581,681.40</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/ (UNDER) EXP.		<u>581,681.40</u>
		=====

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

460-DEBT SERVICE FUND 2020

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
460-1000	CLAIM ON POOLED CASH	<u>313,776.53</u>	<u>313,776.53</u>
TOTAL ASSETS			<u>313,776.53</u>
=====			
<b>LIABILITIES</b>			
=====			
460-2000	ACCOUNTS PAYABLE POOLED	0.00	
460-2060	Retirement Payout Reserve	0.00	
460-2140	Vehicle Financing Notes	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
=====			
<b>EQUITY</b>			
=====			
460-3000	FUND BALANCE-UNAPPROPRATED	<u>3,365.52</u>	
TOTAL BEGINNING EQUITY			<u>3,365.52</u>
=====			
TOTAL REVENUE		320,551.01	
TOTAL EXPENSES		<u>10,140.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES			<u>310,411.01</u>
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>313,776.53</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>313,776.53</u>
=====			

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

470-DEBT SERVICE FUND 2023

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
<hr/>			
470-1000	CLAIM ON POOLED CASH	<u>159,395.85</u>	<u>159,395.85</u>
TOTAL ASSETS			<u>159,395.85</u>
<b>LIABILITIES</b>			
<hr/>			
470-2000	ACCOUNTS PAYABLE POOLED	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
<b>EQUITY</b>			
<hr/>			
470-3000	FUND BALANCE - UNAPPROPRIATED	<u>0.00</u>	
TOTAL BEGINNING EQUITY		<u>0.00</u>	
TOTAL REVENUE		239,591.47	
TOTAL EXPENSES		<u>80,195.62</u>	
TOTAL REVENUE OVER/ (UNDER) EXPENSES		<u>159,395.85</u>	
TOTAL EQUITY & REV. OVER/ (UNDER) EXP.			<u>159,395.85</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/ (UNDER) EXP.			<u>159,395.85</u>

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

701-CAPITAL PROJECTS FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
701-1000	CLAIM ON POOLED CASH	( 350,143.77)
701-1019	CASH - 2023 BOND ISSUE	<u>3,315,564.19</u>
		<u>2,965,420.42</u>
<b>TOTAL ASSETS</b>		<u>2,965,420.42</u>
=====		
<b>LIABILITIES</b>		
=====		
701-2000	ACCOUNTS PAYABLE POOLED	0.00
701-2008	YEAR-END ACCOUNTS PAYABLE	0.00
701-2060	Retirement Payout Reserve	0.00
701-2120	BONDS PAYABLE-SR2023 WTR IMPR	3,885,000.00
701-2121	BOND PREMIUM-SR2023 WTR IMPR	202,637.55
701-2122	BOND INT PAYBLE-SR2023 WTR IMP	28,497.00
701-2140	Vehicle Financing Notes	0.00
	<b>TOTAL LIABILITIES</b>	<u>4,116,134.55</u>
=====		
<b>EQUITY</b>		
=====		
701-3000	FUND BALANCE-UNAPPROPRATED	( 589,991.15)
	<b>TOTAL BEGINNING EQUITY</b>	<u>( 589,991.15)</u>
<b>TOTAL REVENUE</b>		2,701.15
<b>TOTAL EXPENSES</b>		563,424.13
	<b>TOTAL REVENUE OVER/ (UNDER) EXPENSES</b>	<u>( 560,722.98)</u>
<b>TOTAL EQUITY &amp; REV. OVER/ (UNDER) EXP.</b>		<u>( 1,150,714.13)</u>
<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/ (UNDER) EXP.</b>		<u>2,965,420.42</u>
=====		

CITY OF ROLLINGWOOD  
 BALANCE SHEET  
 AS OF: JUNE 30TH, 2024

702-DRAINAGE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
702-1000	CLAIM ON POOLED CASH	( 318,757.68)
702-1016	MERCHANT ACCT CASH	0.00
702-1200	DUE FROM GENERAL FUND	<u>69,387.00</u>
		( <u>249,370.68</u> )
<b>TOTAL ASSETS</b>		( <u>249,370.68</u> )
=====		
<b>LIABILITIES</b>		
=====		
702-2000	ACCOUNTS PAYABLE POOLED	0.00
702-2008	ACCOUNTS PAYABLE - OTHER	0.00
702-2060	Retirement Payout Reserve	0.00
702-2140	Vehicle Financing Notes	0.00
702-2141	RES STORM DISCHA PERMIT-ZONE 7	0.00
702-2143	RES STORM DISCHA PERMIT-ZONE 1	3,500.00
702-2144	RES STORM DISCHA PERMIT-ZONE 4	<u>37,384.00</u>
	<b>TOTAL LIABILITIES</b>	<u>40,884.00</u>
<b>EQUITY</b>		
=====		
702-3000	FUND BALANCE-UNAPPROPRATED	( <u>239,564.37</u> )
	<b>TOTAL BEGINNING EQUITY</b>	( <u>239,564.37</u> )
<b>TOTAL REVENUE</b>		40,521.25
<b>TOTAL EXPENSES</b>		<u>91,211.56</u>
<b>TOTAL REVENUE OVER/(UNDER) EXPENSES</b>		( <u>50,690.31</u> )
<b>TOTAL EQUITY &amp; REV. OVER/(UNDER) EXP.</b>		( <u>290,254.68</u> )
<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/(UNDER) EXP.</b>		( <u>249,370.68</u> )
=====		

800-WASTE WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
800-1000	CLAIM ON POOLED CASH	524,401.67
800-1030	TEX-POOL	330,485.99
800-1031	NET PENSION	( 61,757.00)
800-1141	DEFERRED OUTFLOW OF RESOURCES	45,917.32
800-1142	DEFERRED OUTFLOWS-OPEB	2,633.00
800-1200	ACCOUNTS RECEIVABLE	80,299.31
800-1205	ALLOWANCE FOR UNCOLLECTIBLE	( 4,737.91)
800-1213	MIRA VISTA PUD LIVE OAK	805.97
800-1215	OTHER RECEIVABLES (WATER)	( 1,559.46)
800-1216	MIRA VISTA PUD RECEIVABLE	1,043.95
800-1217	CENCOR PUD RECEIVABLE	2,292.77
800-1218	ENDEAVOR PUD RECEIVABLE	8,069.40
800-1219	RESTITUTION RECEIVABLE	921.33
800-1299	ACCOUNTS REC - AUDIT ALTERNATE	1,198.00
800-1611	ACCUM DEPREC - BUILDING	( 6,880.00)
800-1614	CONSTRUCTION IN PROGRESS	0.00
800-1615	LINE IMPROVEMENTS	194,039.50
800-1616	WASTEWATER SYSTEM	12,530,561.83
800-1620	EQUIPMENT	238,953.70
800-1628	ACCUM DEPREC = MAINT & OFFICE	( 3,631,653.97)
800-1630	ACCUM DEPREC - EQUIPMENT	( 109,192.00)
800-1721	LAND IMPROVEMENTS	43,000.00
		<u>10,188,843.40</u>
	<b>TOTAL ASSETS</b>	<b>10,188,843.40</b>

<b>LIABILITIES</b>		
800-2000	ACCOUNTS PAYABLE POOLED	0.00
800-2008	ACCOUNTS PAYABLE OTHER	913.76
800-2010	HEALTH INSURANCE PAYABLE	( 1,330.78)
800-2012	AFLAC INSURANCE PAYABLE	0.00
800-2016	EMPLOYEE 457 CONTRIB PAYABL	0.00
800-2020	FEDERAL WH PAYABLE	( 562.24)
800-2030	UNEMPLOYMENT TAX PAYABLE	( 548.53)
800-2035	SOC SEC/MEDICARE PAYABLE	1,253.55
800-2060	RETIREMENT PAYOUT RESERVE	0.00
800-2070	Televising / Smoke Testing Res	32,500.00
800-2080	TMRS RETIREMENT PAYABLE	( 2,810.76)
800-2090	DEPERRED REV- PAVING ASSESS	0.00
800-2091	DEFERRED REVENUE-PAVING ASSES	0.00
800-2110	COMPENSATED ABSENCE PAYABLE	9,011.40
800-2115	WAGES PAYABLE	4,197.00
800-2122	ACCRUED INTEREST PAYABLE	48,440.67
800-2124	BONDS PAYABLE-SR2012A	0.00
800-2135	BONDS PAYABLE-2019 REFUNDING	8,925,000.00
800-2136	BOND PREMIUM-2019 REFUNDING	441,475.53
800-2140	DEFERRED INFLOWS OF RESOURCES	783.00
800-2142	RES STORM DISCHA PERMIT-ZONE 8	3,412.00

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JUNE 30TH, 2024

800-WASTE WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
800-2145	OPEB LIABILITY	8,243.00
	TOTAL LIABILITIES	<u>9,469,977.60</u>
<b>EQUITY</b>		
=====		
800-3000	FUND BALANCE-UNAPPROPRATED	612,276.83
800-3030	AMOUNT TO BE PROVIDED FOR	( 105,000.00)
800-3451	RESERVE FOR COURT SECURITY	( 137,476.19)
800-3600	INVEST IN FA NET RELATED DEBT	136,933.00
	TOTAL BEGINNING EQUITY	<u>506,733.64</u>
	TOTAL REVENUE	1,127,529.76
	TOTAL EXPENSES	<u>915,397.60</u>
	TOTAL REVENUE OVER/ (UNDER) EXPENSES	212,132.16
	TOTAL EQUITY & REV. OVER/ (UNDER) EXP.	<u>718,865.80</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/ (UNDER) EXP.	<u><u>10,188,843.40</u></u>

2023-2024

CITY OF ROLLINGWOOD  
MONTHLY FINANCIAL ANALYSIS

**NOTE: YTD ACTUAL AS OF 06/30/2024; 75% OF FISCAL YEAR**

**REVENUE STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	EST. REVENUE	YTD	PERCENT	YTD		
CURRENT PROPERTY TAXES	\$ 1,488,016	\$ 1,447,154	97%	\$ 1,397,992		104%
TELECOM TAXES	\$ 20,000	\$ 15,505	78%	\$ 16,737		93%
4-B SALES TAX	\$ 150,000	\$ 161,631	108%	\$ 131,172		123%
CITY SALES TAX	\$ 625,000	\$ 646,524	103%	\$ 524,688		123%
ELECTRIC UTILITY FRANCHISE FEE	\$ 95,000	\$ 51,416	54%	\$ 77,917		66%
BUILDING PERMIT FEES	\$ 99,750	\$ 112,568	113%	\$ 86,521		130%
COURT FINES	\$ 41,200	\$ 75,702	184%	\$ 50,976		149%
WATER SALES	\$ 1,504,000	\$ 900,647	60%	\$ 910,575		99%
STREET SALES TAX	\$ 150,000	\$ 161,631	108%	\$ 131,172		123%
PROPERTY TAX-DEBT SERVICE 2014	\$ 198,950	\$ 202,322	102%	\$ 203,954		99%
PROPERTY TAX-DEBT SERVICE 2019	\$ 716,650	\$ 727,207	101%	\$ 420,197		173%
PROPERTY TAX-DEBT SERVICE 2020	\$ 316,280	\$ 320,551	101%	\$ 322,071		100%
PROPERTY TAX-DEBT SERVICE 2023	\$ 236,983	\$ 239,591	101%		#DIV/0!	
WASTEWATER REVENUES	\$ 903,500	\$ 706,865	78%	\$ 676,555		104%
PUD SURCHARGE	\$ 98,160	\$ 73,616	75%	\$ 73,616		100%

**BUDGET STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
<b>GENERAL FUND:</b>						
REVENUE	\$ 3,357,983	\$ 2,749,759	82%	\$ 2,823,554		97%
EXPENDITURES	\$ 3,459,648	\$ 2,130,091	62%	\$ 2,077,024		103%
<b>WATER FUND:</b>						
REVENUE	\$ 1,505,250	\$ 1,228,680	82%	\$ 929,963		132%
EXPENDITURES	\$ 1,569,344	\$ 1,010,157	64%	\$ 815,908		124%
<b>STREET MAINTENANCE FUND:</b>						
REVENUE	\$ 150,250	\$ 161,998	108%	\$ 131,422		123%
EXPENDITURES	\$ 300,595	\$ 56,901	19%	\$ 115,013		49%
<b>COURT SECURITY FUND:</b>						
REVENUE	\$ 1,600	\$ 2,252	141%	\$ 2,196		103%
EXPENDITURES	\$ 1,000	\$ 377	38%	\$ 78		483%
<b>COURT TECHNOLOGY FUND:</b>						
REVENUE	\$ 1,600	\$ 1,848	115%	\$ 1,811		102%
EXPENDITURES	\$ 6,500	\$ 4,974	77%	\$ 568		876%
<b>COURT EFFICIENCY FUND:</b>						
REVENUE	\$ 100	\$ -	0%	\$ -		#DIV/0!
EXPENDITURES	\$ 100	\$ -	0%	\$ -		#DIV/0!
<b>DEBT SERVICE FUND - 2014:</b>						
REVENUE	\$ 199,850	\$ 202,322	101%	\$ 203,954		99%
EXPENDITURES	\$ 199,350	\$ 29,675	15%	\$ 32,375		92%
<b>DEBT SERVICE FUND - 2019:</b>						
REVENUE	\$ 717,050	\$ 727,207	101%	\$ 420,197		173%
EXPENDITURES	\$ 716,050	\$ 145,525	20%	\$ 147,825		98%
<b>DEBT SERVICE FUND - 2020:</b>						
REVENUE	\$ 316,520	\$ 320,551	101%	\$ 322,071		100%
EXPENDITURES	\$ 315,520	\$ 10,140	3%	\$ 12,388		82%
<b>DEBT SERVICE FUND - 2023:</b>						
REVENUE	\$ 237,384	\$ 239,591	101%	\$ -		#DIV/0!
EXPENDITURES	\$ 236,383	\$ 80,196	34%	\$ -		#DIV/0!
<b>CAPITAL PROJECTS FUND:</b>						
REVENUE	\$ -	\$ 2,701	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 3,375,535	\$ 563,424	17%	\$ -		#DIV/0!
<b>DRAINAGE FUND:</b>						
REVENUE	\$ 60,900	\$ 40,521	67%	\$ 19,700		206%
EXPENDITURES	\$ 68,000	\$ 91,212	134%	\$ 113,616		80%
<b>WASTEWATER FUND:</b>						
REVENUE	\$ 1,026,054	\$ 1,127,530	110%	\$ 777,785		145%
EXPENDITURES	\$ 1,111,873	\$ 915,368	82%	\$ 394,258		232%



RCDC  
MONTHLY FINANCIAL ANALYSIS

**NOTE: YTD ACTUAL AS OF 06/30/2024; 75% OF FISCAL YEAR**

**REVENUE STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	EST. REVENUE	YTD	PERCENT	YTD		
SALES TAX REVENUE	\$ 150,000	\$ 161,631	108%	\$ 131,172		123%

**BUDGET STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
<b>ECONOMIC DEVELOPMENT:</b>						
REVENUE	\$ -	\$ -	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 15,000	\$ 4,869	32%	\$ -		#DIV/0!
<b>NON-PROJECTED RELATED:</b>						
REVENUE	\$ 150,000	\$ 175,348	117%	\$ 135,455		129%
EXPENDITURES	\$ 77,000	\$ 3,418	4%	\$ 75,380		5%
<b>ADDITIONAL NEW PROJECTS:</b>						
REVENUE	\$ -	\$ -	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 108,600	\$ 3,500	3%	\$ 30,000		12%
<b>RECAP:</b>						
REVENUE	\$ 150,000	\$ 175,348	117%	\$ 135,455		129%
EXPENDITURES	\$ 200,600	\$ 11,786	6%	\$ 105,380		11%

500-RCDC

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
500-1000	RCDC OPERATING CASH	291,474.64	
500-1005	TEXPOOL	348,022.60	
500-1100	DUE FROM CITY	17,447.62	
500-1350	SALES TAX RECEIVABLE	0.00	
			<u>656,944.86</u>
TOTAL ASSETS			<u>656,944.86</u>
<b>LIABILITIES</b>			
=====			
500-2000	ACCOUNTS PAYABLE	0.00	
500-2020	ACCOUNTS PAYABLE RCDC	0.00	
500-2030	PAYABLE TO CITY	3,500.00	
500-2060	Retirement Payout Reserve	0.00	
500-2140	Vehicle Financing Notes	0.00	
	TOTAL LIABILITIES		<u>3,500.00</u>
<b>EQUITY</b>			
=====			
500-3000	FUND BALANCE-UNAPPROPRATED	489,882.69	
500-3001	XXFUND BALANCE	0.00	
500-3010	OTHER FUND BALANCE	0.00	
500-3030	AMOUNTS TO BE PROVIDED FOR	0.00	
	TOTAL BEGINNING EQUITY	489,882.69	
TOTAL REVENUE		175,348.44	
TOTAL EXPENSES		<u>11,786.27</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		163,562.17	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>653,444.86</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>656,944.86</u>

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

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500-RCDC  
FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-PROJECT RELATED	150,000.00	18,971.98	175,348.44	116.90	( 25,348.44)
TOTAL REVENUES	150,000.00	18,971.98	175,348.44	116.90	( 25,348.44)
<u>EXPENDITURE SUMMARY</u>					
ECONOMIC DEVELOPMENT	15,000.00	0.00	4,868.62	32.46	10,131.38
NON-PROJECT RELATED	77,000.00	0.00	3,417.65	4.44	73,582.35
ADDITIONAL NEW PROJECTS	108,600.00	0.00	3,500.00	3.22	105,100.00
TOTAL EXPENDITURES	200,600.00	0.00	11,786.27	5.88	188,813.73
REVENUES OVER/(UNDER) EXPENDITURES	( 50,600.00)	18,971.98	163,562.17		( 214,162.17)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2024

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500-RCDC

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>NON-PROJECT RELATED</b>					
<b>TAXES</b>					
500-4-90-4000 SALES TAX REVENUE	150,000.00	17,447.62	161,630.91	107.75 (	11,630.91)
TOTAL TAXES	150,000.00	17,447.62	161,630.91	107.75 (	11,630.91)
<b>INVESTMENT INCOME</b>					
500-4-90-4400 INTEREST INCOME	0.00	1,512.86	13,637.18	0.00 (	13,637.18)
500-4-90-4401 INTEREST INCOME - CHECKING	0.00	11.50	80.35	0.00 (	80.35)
TOTAL INVESTMENT INCOME	0.00	1,524.36	13,717.53	0.00 (	13,717.53)
<b>MISCELLANEOUS REVENUE</b>					
500-4-90-4581 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-PROJECT RELATED</b>	<b>150,000.00</b>	<b>18,971.98</b>	<b>175,348.44</b>	<b>116.90 (</b>	<b>25,348.44)</b>
<b>TOTAL REVENUES</b>	<b>150,000.00</b>	<b>18,971.98</b>	<b>175,348.44</b>	<b>116.90 (</b>	<b>25,348.44)</b>

500-RCDC

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>ECONOMIC DEVELOPMENT</b>					
<b>OTHER NON-DEPARTMENTAL</b>					
500-5-80-5524 ROLLINGWOOD BUS PROMOTION	15,000.00	0.00	4,868.62	32.46	10,131.38
500-5-80-5527 COVID-19 RELIEF PROGRAM	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER NON-DEPARTMENTAL	15,000.00	0.00	4,868.62	32.46	10,131.38
TOTAL ECONOMIC DEVELOPMENT	15,000.00	0.00	4,868.62	32.46	10,131.38
<b>NON-PROJECT RELATED</b>					
<b>CONTRACTUAL SERVICES</b>					
500-5-90-5275 ADMIN SERVICES AGREEMENT	72,000.00	0.00	0.00	0.00	72,000.00
TOTAL CONTRACTUAL SERVICES	72,000.00	0.00	0.00	0.00	72,000.00
<b>MISCELLANEOUS OTHER EXP</b>					
500-5-90-5380 LEGAL EXPENSES	5,000.00	0.00	3,417.65	68.35	1,582.35
TOTAL MISCELLANEOUS OTHER EXP	5,000.00	0.00	3,417.65	68.35	1,582.35
TOTAL NON-PROJECT RELATED	77,000.00	0.00	3,417.65	4.44	73,582.35
<b>ADDITIONAL NEW PROJECTS</b>					
<b>MISCELLANEOUS OTHER EXP</b>					
500-5-95-5387 MOPAC LEGAL EXPENSES	0.00	0.00	0.00	0.00	0.00
500-5-95-5388 PARK IMPROVEMENT PROJECT	50,000.00	0.00	0.00	0.00	50,000.00
500-5-95-5389 COMPREHENSIVE PLAN	0.00	0.00	0.00	0.00	0.00
500-5-95-5390 COMMERCIAL CODES UPDATES COMP	0.00	0.00	0.00	0.00	0.00
500-5-95-5391 MOBILITY, CONNECTIVITY & SAFET	55,000.00	0.00	0.00	0.00	55,000.00
500-5-95-5392 PARK AMENITIES AND PROMOTION	3,600.00	0.00	3,500.00	97.22	100.00
TOTAL MISCELLANEOUS OTHER EXP	108,600.00	0.00	3,500.00	3.22	105,100.00
TOTAL ADDITIONAL NEW PROJECTS	108,600.00	0.00	3,500.00	3.22	105,100.00
TOTAL EXPENDITURES	200,600.00	0.00	11,786.27	5.88	188,813.73
REVENUES OVER/(UNDER) EXPENDITURES	( 50,600.00)	18,971.98	163,562.17		( 214,162.17)



City of Rollingwood  
ATTN: Ashley Wayman  
403 Nixon  
Rollingwood, Texas 78746

Invoice Date 07/11/24  
Invoice No. 2406058

<b>KFA Project No.</b>	<b>Project Name:</b>	<b>Current Invoice Amount</b>	<b>Period Covered</b>
0764	Rollingwood General Engineering Services	\$ 9,955.00	June 2024
0807	Rollingwood Nixon-Pleasant Drainage Improvements	\$ 6,767.58	June 2024
	<b>Total this Invoice</b>	<b>\$ 16,722.58</b>	

City of Rollingwood  
Engineer's Monthly Report  
November 30, 2023  
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1120 S. Capital of TX Hwy, CityView 2, Suite 100  
Austin, Texas 78746  
P: 512.338.1704  
TBPE Firm No. 6535

**Client:** City of Rollingwood  
**Invoice No.:** 2406058  
**Project Description:** General Engineering Services  
**Project Reporting Period:** May 25, 2024 – June 28, 2024  
**Project Manager:** Bernard Brandon, PE, CFM

**1. Site Development Plans (Drainage) and RSDP Review**

**a. Drainage Plan Reviews**

KFA Task No.	Project Address	Status	Date Returned
404	6 Timberline Ridge	Pool Review 1 – Comments Returned	6/11/24
415	4809 Timberline Dr	Tap Plan Review #1 – No comments	5/30/24
430	3012 Bee Cave	Review #2 – Comments Returned	6/6/24
438	4831 Timberline	Review #2 – Comments Returned	6/17/24
440	4811 Timberline	Review #3 – Comments Returned	6/17/24
441	3205 Pickwick	Review #2 – Comments Returned	6/18/24
442	5009 Timberline	Review #2 – Comments Returned	6/24/24

**b. Residential Stormwater Discharge Permit (RSDP)**

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

**c. Drainage Plan Inspections**

KFA Task No.	Project Address	Status	Date Returned
320	102 Riley Rd	Drainage Observation and As-built Review	05/30/24
346	503 Vale	Drainage Observation Addressed	07/18/24
371	402 Inwood Rd	Drainage Observation Observed	05/31/24
409	408 Wallis	Drainage Observation Observed	06/10/24
411	304 Almarion Dr	Drainage Observation As-built Observed	06/27/24

City of Rollingwood  
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**2. Zoning Reviews for Site Development Plans**

KFA Task No.	Project Address	Status	Date Returned
688	6 Timberline Drive	Pool Review #1 – Comments Returned	6/20/24
711	3012 Bee Cave	Review #2 – Comments Returned	6/10/24
719	4831 Timberline	Review #2 – Comments Returned	6/25/24
720	4811 Timberline	Pool Remodel #2 – Comments Returned	6/11/24
721	3205 Pickwick	Review #2 – Comments Returned	6/26/24
722	5009 Timberline	Review #2 – Comments Returned	7/2/24
723	203 Almarion	Review #1 – Comments Returned	7/9/24

**3. Plat Reviews**

KFA Task No.	Project Address	Status	Date Returned
857	404 Vale	Review Form Returned	6/11/24

**4. Right-of-Way Reviews**

KFA Task No.	Project Address	Status	Date Returned
956	Google Fiber Plans	Coordination Meeting	6/7/2024



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**5. 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.	<p>Bidding 9/14/2023 as Alternate 1 with the Water Bond Bid Package.</p> <p>A survey working on easement exhibit and metes and bounds is in progress.</p> <p>Finalizing easement documents and negotiations.</p>	<p>Finalize agreements on proposed easements.</p> <p>Advertised for bidding 9/14/2023.</p> <p>Coordinate gas line relocations with Texas Gas.</p>
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.	<p>Bidding 9/14/2023 as Alternate 2 with the Water Bond Bid Package.</p> <p>A survey working on easement exhibit and metes and bounds is in progress.</p> <p>Landscape changes will be issued as an Addendum during bidding to capture the remaining design changes.</p>	<p>Finalize agreements on proposed easements.</p> <p>Advertised for bidding 9/14/2023.</p> <p>Coordinate gas line relocations with Texas Gas.</p>
WA07 Water CIP Bond Program – Packages 1-4	Residents of Rollingwood approved Bond Proposition A, a \$5.3MM bond to fund improvements to the city's water system as identified in the city's Water Capital Improvements Plan (CIP).	Bidding 9/14/2023 with bid alternates with Hubbard/Hatley and Nixon/Pleasant.	Advertised for bidding 9/14/2023.

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**6. General Engineering Services**

Task	Assignment Summary	Status	Next steps
General	Coordination with City staff regarding on-going development review services, engineering services, monthly report preparation and attendance of meetings at City's request.	On-Going.  Bi-weekly meetings.  City timeline of recurring activities.	Regular recurring activities.
Development Services	Coordination with City staff regarding on-going development services, MyPermitNow Support, and meeting with staff and applicants as requested.	Building and development services and coordination with staff.  MyPermitNow (MPN) support and coordination with Development Services Manager.	Continued coordination and support.
Water/Wastewater System Modeling & Mapping Updates	Data gathering and review of water/wastewater system infrastructure mapping.  Develop/update wastewater and water system model updates to evaluate current and future system capacity needs.  Utilize model to plan for infrastructure repairs, upgrades, and future growth needs.	None.	Updating models as needed.
Water/Wastewater System	Coordination/support with Crossroads regarding infrastructure such as valves, pressure planes, and infrastructure.	None.	Continue coordination to support mapping and KFA modeling efforts.
GIS	KFA to send quarterly updates for the City GIS layers.	On-going  GIS exhibits and mapping updates as requested.	GIS exhibits and mapping updates as needed.
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.	Packet submitted on 01/11/2024.

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Task	Assignment Summary	Status	Next steps
City of Austin Atlas 14 Floodplain Update	The City of Austin has begun a five-year effort to update floodplain maps in the Austin area. The maps are being updated with Atlas 14 rainfall data.	KFA attended COA informational virtual public meeting over Zoom.  Eanes Creek likely to be restudied. It is likely to lead to a floodplain increase, which will impact properties along the creeks.	Continue to monitor progress

Regards,

K Friese + Associates, Inc.



**K Friese & Associates, LLC.**  
**1120 South Capital of Texas Highway**  
**CityView 2, Suite 100**  
**Austin, Texas 78746**  
**(512) 338-1704**

July 11, 2024  
 Project No: 0764  
 Invoice No: 2406058

Ashley Wayman  
 City of Rollingwood  
 403 Nixon  
 Rollingwood, TX 78746

Project 0764 Rollingwood General Engineering Services

**Professional Services from May 25, 2024 to June 28, 2024**

Task 100 General Engineering

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Blackburn, Gregory	2.00	185.00	370.00	
Brandon, Bernard	4.00	185.00	740.00	
Martinez, Christine	.50	90.00	45.00	
Totals	6.50		1,155.00	
<b>Total Labor</b>				<b>1,155.00</b>
				<b>Total this Task \$1,155.00</b>

Task 101 Development Services

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Brandon, Bernard	9.25	185.00	1,711.25	
Rodriguez, Zane	4.00	110.00	440.00	
Totals	13.25		2,151.25	
<b>Total Labor</b>				<b>2,151.25</b>
				<b>Total this Task \$2,151.25</b>

Task 106 Drainage

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Almada, Maritza	9.25	110.00	1,017.50	
Salinas, Abelardo	3.50	285.00	997.50	
Willig, Judy	.25	120.00	30.00	
Totals	13.00		2,045.00	
<b>Total Labor</b>				<b>2,045.00</b>
				<b>Total this Task \$2,045.00</b>

Task 109 Zoning Consulting

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriguez, Zane	1.50	110.00	165.00	
Totals	1.50		165.00	
<b>Total Labor</b>				<b>165.00</b>

**Total this Task \$165.00**

Task 320 DR-102-Riley Road

**Professional Personnel**

	Hours	Rate	Amount
Almada, Maritza	3.00	110.00	330.00
Brandon, Bernard	.50	185.00	92.50
Totals	3.50		422.50

**Total Labor 422.50**

**Total this Task \$422.50**

Task 346 DR- 503 Vale

**Professional Personnel**

	Hours	Rate	Amount
Almada, Maritza	.75	110.00	82.50
Totals	.75		82.50

**Total Labor 82.50**

**Total this Task \$82.50**

Task 371 DR-402 Inwood

**Professional Personnel**

	Hours	Rate	Amount
Almada, Maritza	1.25	110.00	137.50
Totals	1.25		137.50

**Total Labor 137.50**

**Total this Task \$137.50**

Task 404 DR - 6 Timberline Ridge

**Professional Personnel**

	Hours	Rate	Amount
Bambah, Anjan Paul	.75	110.00	82.50
Brandon, Bernard	.75	185.00	138.75
Totals	1.50		221.25

**Total Labor 221.25**

**Total this Task \$221.25**

Task 409 DR - 408 Willis

**Professional Personnel**

	Hours	Rate	Amount
Almada, Maritza	5.25	110.00	577.50
Totals	5.25		577.50

**Total Labor 577.50**

**Total this Task \$577.50**

Task 411 DR- 304 Almarion Dr

**Professional Personnel**

	Hours	Rate	Amount
Brandon, Bernard	1.00	185.00	185.00
Totals	1.00		185.00

**Total Labor 185.00**

**Total this Task \$185.00**

Task 415 DR- 4809 Timberline Drive

**Professional Personnel**

	Hours	Rate	Amount
Brandon, Bernard	.25	185.00	46.25
Totals	.25		46.25

**Total Labor 46.25**

**Total this Task \$46.25**

Task 430 DR - 3012 Bee Cave

**Professional Personnel**

	Hours	Rate	Amount
Bambah, Anjan Paul	1.00	110.00	110.00
Brandon, Bernard	.50	185.00	92.50
Totals	1.50		202.50

**Total Labor 202.50**

**Total this Task \$202.50**

Task 438 4831 Timberline (Drainage)

**Professional Personnel**

	Hours	Rate	Amount
Bambah, Anjan Paul	.25	110.00	27.50
Brandon, Bernard	.25	185.00	46.25
Totals	.50		73.75

**Total Labor 73.75**

**Total this Task \$73.75**

Task 440 4811 Timberline (Drainage)

**Professional Personnel**

	Hours	Rate	Amount
Bambah, Anjan Paul	1.75	110.00	192.50
Brandon, Bernard	.75	185.00	138.75
Totals	2.50		331.25

**Total Labor 331.25**

**Total this Task \$331.25**

Task 441 3205 Pickwick (Drainage)

**Professional Personnel**

	Hours	Rate	Amount
Bambah, Anjan Paul	1.50	110.00	165.00
Brandon, Bernard	.50	185.00	92.50
Totals	2.00		257.50

**Total Labor 257.50**

**Total this Task \$257.50**

Task 442 5009 Timberline (Drainage)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	2.25	110.00	247.50	
Brandon, Bernard	1.00	185.00	185.00	
Totals	3.25		432.50	
<b>Total Labor</b>				<b>432.50</b>
				<b>Total this Task</b>
				<b>\$432.50</b>

Task 443 203 Almarion (Drainage)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	1.00	110.00	110.00	
Brandon, Bernard	.75	185.00	138.75	
Totals	1.75		248.75	
<b>Total Labor</b>				<b>248.75</b>
				<b>Total this Task</b>
				<b>\$248.75</b>

Task 688 ZR - 6 Timberline Ridge

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	.75	110.00	82.50	
Totals	.75		82.50	
<b>Total Labor</b>				<b>82.50</b>
				<b>Total this Task</b>
				<b>\$82.50</b>

Task 711 ZR - 3012 Bee Cave

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	.75	110.00	82.50	
Totals	.75		82.50	
<b>Total Labor</b>				<b>82.50</b>
				<b>Total this Task</b>
				<b>\$82.50</b>

Task 719 4831 Timberline (Zoning)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	.50	110.00	55.00	
Totals	.50		55.00	
<b>Total Labor</b>				<b>55.00</b>
				<b>Total this Task</b>
				<b>\$55.00</b>

Task 720 4811 Timberline (Zoning)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	.50	110.00	55.00	
Totals	.50		55.00	
<b>Total Labor</b>				<b>55.00</b>
				<b>Total this Task</b>
				<b>\$55.00</b>

Task 721 3205 Pickwick (Zoning)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	.50	110.00	55.00	
Totals	.50		55.00	
<b>Total Labor</b>				<b>55.00</b>
				<b>Total this Task \$55.00</b>

Task 722 5009 Timberline (Zoning)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	2.00	110.00	220.00	
Totals	2.00		220.00	
<b>Total Labor</b>				<b>220.00</b>
				<b>Total this Task \$220.00</b>

Task 723 203 Almarion (Zoning)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	1.50	110.00	165.00	
Totals	1.50		165.00	
<b>Total Labor</b>				<b>165.00</b>
				<b>Total this Task \$165.00</b>

Task 857 404 Vale (Plat)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	.25	110.00	27.50	
Brandon, Bernard	.25	185.00	46.25	
Rodriquez, Zane	3.00	110.00	330.00	
Totals	3.50		403.75	
<b>Total Labor</b>				<b>403.75</b>
				<b>Total this Task \$403.75</b>

Task 959 3205 Pickwick (ROW)

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	.50	110.00	55.00	
Brandon, Bernard	.25	185.00	46.25	
Totals	.75		101.25	
<b>Total Labor</b>				<b>101.25</b>
				<b>Total this Task \$101.25</b>

**Total this Invoice \$9,955.00**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billings to Date</b>	<b>9,955.00</b>	<b>925,250.27</b>	<b>935,205.27</b>



# Billing Backup

Thursday, July 11, 2024

K Friese & Associates, LLC

Invoice 2406058 Dated 7/11/2024

7:21:20 AM

Project 0764 Rollingwood General Engineering Services

Task 100 General Engineering

### Professional Personnel

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Blackburn, Gregory	6/5/2024		1.00	185.00	185.00
Google Fiber coordination					
Blackburn, Gregory	6/7/2024		1.00	185.00	185.00
Google Fiber coordination meeting					
Brandon, Bernard	6/13/2024		2.00	185.00	370.00
General correspondence and internal coordination					
Brandon, Bernard	6/20/2024		2.00	185.00	370.00
Responding to comments/emails and internal coordination					
Martinez, Christine	6/7/2024		.50	90.00	45.00
Monthly invoicing					
			<b>Totals</b>		<b>1,155.00</b>
<b>Total Labor</b>					<b>1,155.00</b>

**Total this Task                   \$1,155.00**

Task 101 Development Services

### Professional Personnel

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Brandon, Bernard	5/30/2024		2.00	185.00	370.00
General Correspondence and Internal coordination					
Brandon, Bernard	6/4/2024		2.00	185.00	370.00
Invoice and progress report					
Brandon, Bernard	6/5/2024		1.00	185.00	185.00
City Council Packet					
Brandon, Bernard	6/5/2024		.25	185.00	46.25
Contacted developer to discuss stormwater detention exemption request					
Brandon, Bernard	6/6/2024		.50	185.00	92.50
Contacted developer to discuss stormwater detention exemption request					
Brandon, Bernard	6/7/2024		2.50	185.00	462.50
General correspondence and internal coordination					
Brandon, Bernard	6/25/2024		.50	185.00	92.50
Rollingwood Drainage Observation Meeting (Zane/Maritza)					
Brandon, Bernard	6/26/2024		.50	185.00	92.50
KFA/Rollingwood Bi-weekly Meeting					
Rodriguez, Zane	5/28/2024		.50	110.00	55.00
intake and organization of reviews for zoning and drainage					
Rodriguez, Zane	5/31/2024		.50	110.00	55.00
plat application intake review and email					
Rodriguez, Zane	6/3/2024		.50	110.00	55.00
intake and organization of review for zoning and drainage					
Rodriguez, Zane	6/10/2024		.75	110.00	82.50
intake and organization of of reviews for zoning and drainage & hours collection for projects					
Rodriguez, Zane	6/12/2024		.50	110.00	55.00
bi-weekly meeting with city and follow up conversation with Bernard for invoicing question					

Rodriquez, Zane	6/17/2024	.50	110.00	55.00	
intake and organization of review for zoning and drainage					
Rodriquez, Zane	6/24/2024	.50	110.00	55.00	
intake and orgainzation of plans for zoning and drainage					
Rodriquez, Zane	6/25/2024	.25	110.00	27.50	
meeting to discuss drange observation solutions					
Totals		13.25		2,151.25	
<b>Total Labor</b>					<b>2,151.25</b>
				<b>Total this Task</b>	<b>\$2,151.25</b>

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 Task 106 Drainage

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Almada, Maritza	5/31/2024	.50	110.00	55.00	
reviewing previous conversation on 500 Vale St					
Almada, Maritza	6/4/2024	.50	110.00	55.00	
Rollingwood Park - updates to exhibit, Abe's comments					
Almada, Maritza	6/5/2024	2.00	110.00	220.00	
Rollingwood Park Drainage Exhibit addressing comments					
Almada, Maritza	6/6/2024	2.50	110.00	275.00	
Rollingwood Park Drainage Exhibit addressing comments coord w/Judy on fixing cad issues					
Almada, Maritza	6/13/2024	1.00	110.00	110.00	
coordination w/Nikki, misc questions during the week					
Almada, Maritza	6/17/2024	.75	110.00	82.50	
emails on submittals					
Almada, Maritza	6/20/2024	.50	110.00	55.00	
submittals					
Almada, Maritza	6/25/2024	.50	110.00	55.00	
emails					
Almada, Maritza	6/26/2024	.50	110.00	55.00	
call w/zane+bernard, drainage inspections discussion					
Almada, Maritza	6/28/2024	.50	110.00	55.00	
emails w/nikki					
Salinas, Abelardo	5/29/2024	.50	285.00	142.50	
Rollingwood Park - drainage information for committee meeting					
Salinas, Abelardo	5/31/2024	.50	285.00	142.50	
Rollingwood Park - drainage information for committee meeting					
Salinas, Abelardo	6/11/2024	2.50	285.00	712.50	
Rollingwood Parks Commision Meeting and prep for presentation.					
Willig, Judy	6/6/2024	.25	120.00	30.00	
Rollingwood Park drainage, Help Maritza with parcel scale factor					
Totals		13.00		2,045.00	
<b>Total Labor</b>					<b>2,045.00</b>
				<b>Total this Task</b>	<b>\$2,045.00</b>

-----  
 Task 109 Zoning Consulting

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/6/2024	.25	110.00	27.50	

AC structure question for city				
Rodriquez, Zane	6/11/2024	.75	110.00	82.50
302 Inwood zoning question on height concerns				
Rodriquez, Zane	6/12/2024	.50	110.00	55.00
zoning consulting with Bernard for drainage structure and setbacks				
Totals		1.50		165.00
<b>Total Labor</b>				<b>165.00</b>
<b>Total this Task</b>				<b>\$165.00</b>

Task 320 DR-102-Riley Road

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Almada, Maritza	5/28/2024	1.50	110.00	165.00
comparing as-builts to previous latest plan				
Almada, Maritza	5/29/2024	1.50	110.00	165.00
coordination w/Vicky				
reviewing as-builts discrepancies				
coordination w/Bernard				
Brandon, Bernard	5/30/2024	.50	185.00	92.50
As-builts Review				
Totals		3.50		422.50
<b>Total Labor</b>				<b>422.50</b>
<b>Total this Task</b>				<b>\$422.50</b>

Task 346 DR- 503 Vale

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Almada, Maritza	6/13/2024	.75	110.00	82.50
coordination, reviewing photos by contractor, updating drainage observation report				
Totals		.75		82.50
<b>Total Labor</b>				<b>82.50</b>
<b>Total this Task</b>				<b>\$82.50</b>

Task 371 DR-402 Inwood

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Almada, Maritza	5/31/2024	1.25	110.00	137.50
saving documents				
reviewing latest construction, missing items				
Totals		1.25		137.50
<b>Total Labor</b>				<b>137.50</b>
<b>Total this Task</b>				<b>\$137.50</b>

Task 404 DR - 6 Timberline Ridge

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Bambah, Anjan Paul	6/10/2024		.50	110.00	55.00
Review 1					
Bambah, Anjan Paul	6/26/2024		.25	110.00	27.50
Review 2					
Brandon, Bernard	6/13/2024		.25	185.00	46.25
Pool Review 1 QC					
Brandon, Bernard	6/18/2024		.25	185.00	46.25
6 Timberline Ridge – Drainage Review 1 – Pool					
Brandon, Bernard	6/27/2024		.25	185.00	46.25
6 Timberline Dr Pool Review 2 QC					
Totals			1.50		221.25
<b>Total Labor</b>					<b>221.25</b>
				<b>Total this Task</b>	<b>\$221.25</b>

Task 409 DR - 408 Willis

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Almada, Maritza	6/10/2024		1.00	110.00	110.00
printing docs					
reviewing data to inspect at site					
Almada, Maritza	6/11/2024		2.50	110.00	275.00
drainage observation					
travel					
Almada, Maritza	6/12/2024		1.75	110.00	192.50
observation report					
Totals			5.25		577.50
<b>Total Labor</b>					<b>577.50</b>
				<b>Total this Task</b>	<b>\$577.50</b>

Task 411 DR- 304 Almarion Dr

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Brandon, Bernard	6/27/2024		1.00	185.00	185.00
As-built Review and 2019 Regional Detention code (?)					
Totals			1.00		185.00
<b>Total Labor</b>					<b>185.00</b>
				<b>Total this Task</b>	<b>\$185.00</b>

Task 415 DR- 4809 Timberline Drive

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Brandon, Bernard	5/28/2024		.25	185.00	46.25
Review 1 QC (no comments)					
Totals			.25		46.25
<b>Total Labor</b>					<b>46.25</b>

**Total this Task \$46.25**

Task 430 DR - 3012 Bee Cave

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Bambah, Anjan Paul	6/5/2024		1.00	110.00	110.00
Review 2					
Brandon, Bernard	6/5/2024		.50	185.00	92.50
Drainage Review 2 QC					
Totals			1.50		202.50
<b>Total Labor</b>					<b>202.50</b>

**Total this Task \$202.50**

Task 438 4831 Timberline (Drainage)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Bambah, Anjan Paul	6/17/2024		.25	110.00	27.50
Review 2					
Brandon, Bernard	6/18/2024		.25	185.00	46.25
4831 Timberline- Drainage Review 2					
Totals			.50		73.75
<b>Total Labor</b>					<b>73.75</b>

**Total this Task \$73.75**

Task 440 4811 Timberline (Drainage)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Bambah, Anjan Paul	6/6/2024		1.50	110.00	165.00
Review 2					
Bambah, Anjan Paul	6/17/2024		.25	110.00	27.50
Review 3					
Brandon, Bernard	6/5/2024		.50	185.00	92.50
Drainage Review 2 QC					
Brandon, Bernard	6/18/2024		.25	185.00	46.25
4811 Timberline Dr- Drainage Review 3					
Totals			2.50		331.25
<b>Total Labor</b>					<b>331.25</b>

**Total this Task \$331.25**

Task 441 3205 Pickwick (Drainage)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Bambah, Anjan Paul	5/29/2024		1.00	110.00	110.00

Review 1					
Bambah, Anjan Paul	6/17/2024	.50	110.00	55.00	
Review 2					
Brandon, Bernard	5/30/2024	.25	185.00	46.25	
Review 1 QC					
Brandon, Bernard	6/18/2024	.25	185.00	46.25	
3205 Pickwick – Drainage Review 2					
Totals		2.00		257.50	
<b>Total Labor</b>					<b>257.50</b>
			<b>Total this Task</b>		<b>\$257.50</b>

-----  
 Task 442 5009 Timberline (Drainage)

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	6/5/2024	1.50	110.00	165.00	
Review 1					
Bambah, Anjan Paul	6/26/2024	.75	110.00	82.50	
Review 2					
Brandon, Bernard	6/5/2024	.50	185.00	92.50	
Drainage Review 1 QC					
Brandon, Bernard	6/27/2024	.50	185.00	92.50	
5009 Timberline Drainage Review 2 QC					
Totals		3.25		432.50	
<b>Total Labor</b>					<b>432.50</b>
			<b>Total this Task</b>		<b>\$432.50</b>

-----  
 Task 443 203 Almarion (Drainage)

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	6/26/2024	1.00	110.00	110.00	
Review 1 **Task 443**					
Brandon, Bernard	6/27/2024	.75	185.00	138.75	
Task 443 203 Almarion Drainage Review 1 QC					
Task 959 3205 Pickwick ROW Review 1 QC					
Totals		1.75		248.75	
<b>Total Labor</b>					<b>248.75</b>
			<b>Total this Task</b>		<b>\$248.75</b>

-----  
 Task 688 ZR - 6 Timberline Ridge

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/10/2024	.50	110.00	55.00	
review of plans					
Rodriquez, Zane	6/24/2024	.25	110.00	27.50	
Review of plans					
Totals		.75		82.50	
<b>Total Labor</b>					<b>82.50</b>

**Total this Task \$82.50**

Task 711 ZR - 3012 Bee Cave

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/3/2024		.75	110.00	82.50	
plan review						
Totals			.75		82.50	
<b>Total Labor</b>						<b>82.50</b>

**Total this Task \$82.50**

Task 719 4831 Timberline (Zoning)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/17/2024		.50	110.00	55.00	
review of plans						
Totals			.50		55.00	
<b>Total Labor</b>						<b>55.00</b>

**Total this Task \$55.00**

Task 720 4811 Timberline (Zoning)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/6/2024		.25	110.00	27.50	
clarification on comments						
Rodriquez, Zane	6/11/2024		.25	110.00	27.50	
coordination with drainage on comment corrections						
Totals			.50		55.00	
<b>Total Labor</b>						<b>55.00</b>

**Total this Task \$55.00**

Task 721 3205 Pickwick (Zoning)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/18/2024		.50	110.00	55.00	
review of plans						
Totals			.50		55.00	
<b>Total Labor</b>						<b>55.00</b>

**Total this Task \$55.00**

Task 722 5009 Timberline (Zoning)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	5/30/2024		1.50	110.00	165.00	
	TASK 722 - 5009 Timberline - Review of plans					
Rodriquez, Zane	6/24/2024		.50	110.00	55.00	
	Review of plans					
	Totals		2.00		220.00	
	<b>Total Labor</b>					<b>220.00</b>
						<b>Total this Task \$220.00</b>

-----  
Task 723 203 Almarion (Zoning)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Rodriquez, Zane	6/25/2024		1.50	110.00	165.00	
	Review of plans					
	Totals		1.50		165.00	
	<b>Total Labor</b>					<b>165.00</b>
						<b>Total this Task \$165.00</b>

-----  
Task 857 404 Vale (Plat)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	6/6/2024		.25	110.00	27.50	
	Review 1					
Brandon, Bernard	6/5/2024		.25	185.00	46.25	
	Plat Review QC					
Rodriquez, Zane	6/3/2024		2.00	110.00	220.00	
	plat review					
Rodriquez, Zane	6/11/2024		1.00	110.00	110.00	
	final comment write up and platting email with city					
	Totals		3.50		403.75	
	<b>Total Labor</b>					<b>403.75</b>
						<b>Total this Task \$403.75</b>

-----  
Task 959 3205 Pickwick (ROW)

**Professional Personnel**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Bambah, Anjan Paul	6/10/2024		.25	110.00	27.50	
	Review 1 Task 959					
Bambah, Anjan Paul	6/26/2024		.25	110.00	27.50	
	Review 2 **Task 959**					
Brandon, Bernard	6/13/2024		.25	185.00	46.25	
	3205 Pickwick ROW Review 1					
	Totals		.75		101.25	
	<b>Total Labor</b>					<b>101.25</b>



**Total this Task**                      **\$101.25**

**Total this Project**                      **\$9,955.00**

**Total this Report**                      **\$9,955.00**

# Rollingwood General Engineering Services Monthly Progress Report

K Friese & Associates, Inc.

1120 S. Capital of Texas Highway, CityView 2, Suite 100, Austin, Texas 78746

**Client:** City of Rollingwood

**Invoice No.:** 2406057

**Project Description:** Rollingwood Nixon/Pleasant Drainage Improvements

**Project Reporting Period:** January 27,2024 – June 28, 2024

**Project Manager:** Abe Salinas

Project	Project Summary	Status	Next steps
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.	In construction. Respond to contractor RFIs.	Resolve identified conflicts and coordinate field adjustments.



**K Friese & Associates, LLC.**  
**1120 South Capital of Texas Highway**  
**CityView 2, Suite 100**  
**Austin, Texas 78746**  
**(512) 338-1704**

July 3, 2024  
 Project No: 0807  
 Invoice No: 2406057

Ashley Wayman  
 City of Rollingwood  
 403 Nixon  
 Rollingwood, TX 78746

Project 0807 Rollingwood Nixon-Pleasant Drainage Impr

**Professional Services from January 27, 2024 to June 28, 2024**

Task	200	Project Management & Coordination (LS)		
<b>Fee</b>				
Total Fee		7,556.00		
Percent Complete	100.00	Total Earned	7,556.00	
		Previous Fee Billing	7,556.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
			<b>Total this Task</b>	<b>0.00</b>

Task	201	Design Phase (LS)		
<b>Fee</b>				
Total Fee		75,310.00		
Percent Complete	100.00	Total Earned	75,310.00	
		Previous Fee Billing	75,310.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
			<b>Total this Task</b>	<b>0.00</b>

Task	300	Bid Phase (LS)		
<b>Fee</b>				
Total Fee		2,938.00		
Percent Complete	100.00	Total Earned	2,938.00	
		Previous Fee Billing	2,938.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
			<b>Total this Task</b>	<b>0.00</b>

Task	320	Civil Corp, LLC ROW (LS) (Sc)		
<b>Fee</b>				
Total Fee		13,912.10		
Percent Complete	100.00	Total Earned	13,912.10	
		Previous Fee Billing	13,912.10	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>

**Total this Task 0.00**

Task 321 Raba Kistner - Geotech (LS) (Sc)

**Fee**

Total Fee 11,100.00

Percent Complete 100.00

Total Earned 11,100.00

Previous Fee Billing 11,100.00

Current Fee Billing 0.00

**Total Fee 0.00**

**Total this Task 0.00**

Task 322 Terra Design Group - Landscape (LS) (Sc)

**Fee**

Total Fee 51,965.00

Percent Complete 89.999

Total Earned 46,768.00

Previous Fee Billing 46,768.00

Current Fee Billing 0.00

**Total Fee 0.00**

**Total this Task 0.00**

Task 323 Spitzer & Assoc - Land Acquisition (T&M) (Sc)

**Total this Task 0.00**

Task 326 Civilcorp - Additional Survey Easements (Sc)

**Consultants**

CivilCorp, LLC 6,437.58

**Total Consultants 6,437.58 6,437.58**

**Total this Task \$6,437.58**

Task 400 Construction Phase (LS)

**Fee**

Total Fee 6,886.00

Percent Complete 14.7923

Total Earned 1,018.60

Previous Fee Billing 688.60

Current Fee Billing 330.00

**Total Fee 330.00**

**Total this Task \$330.00**

**Total this Invoice \$6,767.58**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billings to Date</b>	<b>6,767.58</b>	<b>179,276.08</b>	<b>186,043.66</b>



Invoice for additional services to finalize the property descriptions and set pins for the proposed drainage easements. 3 Tracts.

Project: 0807 Nixon-Pleasant  
New Task: 326 CivilCorp - Additional Survey (Easements)

Please Remit to:  
4611 E. Airline Road  
Suite 300  
Victoria, TX 77904

K. Friese & Associates, Inc.  
1120 S. Capital of Texas Highway  
Cityview 2  
Suite 100  
Austin, Texas 78746  
Lauren Winek-Morin

Invoice number 162708  
Date 11/10/2023

Project **20-291-01 Pleasant Drive Rollingwood SAT SVY**

	Amount	
<b>01 Control and Topo Survey</b>		
Prior Billed Amount	22,863.56	
Total Fee Billed	23,094.50	
		Current Billing 230.94
<b>02 Drainage Ditch Topo</b>		
Prior Billed Amount	23,767.09	
Total Fee Billed	23,767.09	
		Current Billing 0.00
<b>03 Proposed ROW Documents</b>		
Prior Billed Amount	9,363.90	
Total Fee Billed	9,363.90	
		Current Billing 0.00
<b>04 Proposed Stake Easement</b>		
Prior Billed Amount	5,305.38	
Total Fee Billed	5,305.38	
		Current Billing 0.00
<b>05 ROW Update</b>		
Prior Billed Amount	0.00	
Total Fee Billed	6,206.64	
		Current Billing 6,206.64
		Total 6,437.58
		Invoice total <b>6,437.58</b>

Approved by:



Brandon M. Absher  
Survey Manager

*All payments are due upon receipt. Please remit a copy of this invoice with your payment.*

**THANK YOU FOR YOUR BUSINESS!**



# Invoice 10265

Date: July 9, 2024

2601 Forest Creek Dr.  
 Round Rock, TX 78665  
 512-246-1400  
 www.crossroadsus.com

**Bill To:**  
 City of Rollingwood  
 403 Nixon Avenue  
 Rollingwood, TX 78746

DESCRIPTION	Jun-24	
	Operations & Maintenance	
DESCRIPTION	AMOUNT	
Basic Service	\$	14,915.00
Lift Station	\$	2,687.80
Water Distribution	\$	55,784.03
Wastewater Collection	\$	-
Grinder Pump Issues	\$	-
Administrative	\$	4,500.00
<b>Total</b>	<b>\$</b>	<b>77,886.83</b>

**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: JUNE 2024**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MAT'L	SUBCON	TOTAL
<b>ADMINISTRATIVE</b>									
427585A	06/24/24	06/24/24	IN DISTRICT ROLLINGWOOD	LEAD AND COPPER DATA COLLECTION	0.00	0.00	4,500.00	0.00	4,500.00
					<b>ADMINISTRATIVE SUBTOTAL</b>				<b>4,500.00</b>
<b>BASIC SERVICE</b>									
428010A	06/26/24	06/26/24	403 NIXON AVENUE	BASIC SERVICE	0.00	0.00	14,915.00	0.00	14,915.00
					<b>BASIC SERVICE SUBTOTAL</b>				<b>14,915.00</b>
<b>LIFT STATION</b>									
401422A	10/18/23	06/13/24	CORW - LS2 - HATLEY DR	COMPLETED WORK ON PUMP TROUBLESHOOT. REPLACED START CAPACITOR FOR WATER.	1,036.83	604.10	94.53	0.00	1,735.46
415197A	02/29/24	06/07/24	CORW - LS1 - DELLANA LN	FACILITY WORK COMPLETED - VACUMMED FLOORS - PICKED UP TRASH AT FACILITY	0.00	0.00	0.00	0.00	0.00
415796A	03/05/24	06/07/24	CORW - LS2 - HATLEY DR	FACILITY WORK COMPLETED - CLEANED BLOWN UP SOLENOID INSIDE PANEL.	44.38	29.40	0.00	0.00	73.78
421215A	04/28/24	06/04/24	CORW - LS2 - HATLEY DR	RMS REPORTED PROBLEM - DIALER DOWN - HAYDEN CHECKED AT&T SIDE GOOD - ON OUR SIDE - FACILITY TO LOOK AT	75.00	0.00	0.00	0.00	75.00
423431A	04/15/24	06/25/24	CORW - LS1 - DELLANA LN	RMS REPORTED PROBLEM - POWER/PUMP FAIL - SEWER SYSTEM SHUT DOWN DUE TO GAS IN SYSTEM	225.00	0.00	0.00	0.00	225.00
423432A	04/15/24	06/25/24	CORW - LS7 - NIXON DRIVE	RMS REPORTED PROBLEM - SYSTEM SHUT DOWN - DUE TO GAS IN SYSTEM	150.00	0.00	0.00	0.00	150.00
3433A	04/15/24	06/25/24	CORW - LS3 - ALMARION WAY	RMS REPORTED PROBLEM - SHUT DOWN	75.00	0.00	0.00	0.00	75.00



**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: JUNE 2024**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MATL	SUBCON	TOTAL
<b>LIFT STATION</b>									
423434A	04/15/24	06/25/24	CORW - LS4 - ROCKWAY COVE	RMS REPORTED PROBLEM - SYSTEM SHUT DOWN DUE TO GAS IN SYSTEM	75.00	0.00	0.00	0.00	75.00
423442A	04/16/24	06/25/24	CORW - LS3 - ALMARION WAY	RMS REPORTED PROBLEM - HIGH LEVEL - SENT SCOTTY TO VERIFY	75.00	0.00	0.00	0.00	75.00
423970A	05/20/24	06/25/24	CORW - LS1 - DELLANA LN	FACILITY WORK COMPLETED - PULLED AND CLEANED FLOATS	13.78	7.35	0.00	0.00	21.13
423971A	05/20/24	06/25/24	CORW - LS3 - ALMARION WAY	FACILITY WORK COMPLETED - PULLED AND CLEANED FLOATS	13.78	7.35	0.00	0.00	21.13
424418A	05/23/24	06/03/24	CORW - LS7 - NIXON DRIVE	FACILITY WORK COMPLETED. CLEANED FLOATS.	9.89	7.35	0.00	0.00	17.24
425758A	06/05/24	06/11/24	CORW - LS5 - VALE DR	PURCHASED SUPPLIES- GOT A LOCK FOR VALE LS.	19.77	14.70	18.45	0.00	52.92
425760A	06/04/24	06/12/24	CORW - LS7 - NIXON DRIVE	FACILITY WORK COMPLETED. CLEANED FLOATS IN LIFT STATION.	9.89	7.35	0.00	0.00	17.24
426330A	06/10/24	06/17/24	CORW - LS1 - DELLANA LN	FACILITY WORK COMPLETED. CLEANED UP FLOATS AND WASHED DOWN LIFT STATION AND WET WELL.	9.89	7.35	0.00	0.00	17.24
426591A	06/12/24	06/17/24	CORW - LS1 - DELLANA LN	NEED TECHNICIAN. "FAIL TO START LIGHT WAS ON GENERATOR. TRIED TO RUN PUMP MANUALLY AND IT DIDNT RUN. TRIED TO PUT GENERATOR BACK IN AUTO RUN AND IT WOULDNT GO IN AUTO. SHOWS "NOT IN AUTO MODE" LIGHT.	14.83	7.35	0.00	0.00	22.18
6592A	06/12/24	06/17/24	CORW - LS6 - PLEASANT COVE	FACILITY WORK COMPLETED. CLEANED FLOATS BY HAND.	9.89	7.35	0.00	0.00	17.24

**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: JUNE 2024**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MAT'L	SUBCON	TOTAL
<b>LIFT STATION</b>									
427193A	06/18/24	06/25/24	CORRW - L52 - HATLEY DR	FACILITY WORK COMPLETED. CLEANED FLOATS AND REHUNG FLOATS.	9.89	7.35	0.00	0.00	17.24
<b>LIFT STATION SUBTOTAL</b>									<b>2,687.80</b>

**WATER DISTRIBUTION**

419861A	03/15/24	06/13/24	IN DISTRICT ROLLINGWOOD	FACILITY WORK COMPLETED. RESPONDED TO HIGH AND LOW PRESSURE THROUGHOUT DISTRICT, CHECKED ALL PRV'S IN DISTRICT AND ALL MASTER METERS, PRV ON MASTER METER ON SOUTH SIDE OF 2244 WAS STUCK OPEN CAUSING ISSUE, EXERCISED PRV, FLUSHED PILOT LINES, FIXED THE ISSUE.	1,501.64	748.48	0.00	0.00	2,250.12
419144A	04/09/24	06/07/24	4814 ROLLINGWOOD DRIVE	EXCAVATION WORK COMPLETED. 4/9 EXCAVATED AND EXPOSED WATER MAIN, TEE, AND 2 VALVES. 4/10 CUT OUT SECTION OF 6" MAIN BEFORE "TEE" AND ADDED NEW GATE VALVE, CONTINUED ON PREVIOUSLY EXCAVATED DITCH LINE TO GET TO DEPTH FOR NEW 6" MAIN. 4/11 EXCAVATED THE REST OF TRENCH AND BROUGHT DOWN TO BEST GRADE POSSIBLE, CUT ASPHALT AND DRIVEWAY. INSTALLED NEW 45 ELBOW ON VALVE. 4/12 STARTED ON INSTALLING C900 6" FOR MAIN, TIED TO EXISTING MAIN WITH SLEEVE, INSTALL 2-45 ELBOWS AND ROUGHLY 70 FOOT OF C900 6". 4/15 INSTALLED ADDITIONAL 20' PIECE OF 6" C900. STARTED BACK FILLING AND ADDING THRUST BLOCKS FOR 45'S. DUG UP DRIVE WAY AND	14,786.10	20,479.30	13,661.99	0.00	48,927.39

BILLED - SERVICE ORDER SUMMARY  
 BILLING CYCLE: JUNE 2024  
 CITY OF ROLLINGWOOD

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MAT'L	SUBCON	TOTAL
<b>WATER DISTRIBUTION</b>									
421069A	04/25/24	06/08/24	IN DISTRICT ROLLINGWOOD	ROAD FOR TIE IN. STARTED CHIPPING ROCK OUT OF TRENCH. 4/16 BACK FILLED MAJORITY OF TRENCH. SEPERATED ROCK FROM DIRT. STARTED PILES OF DIRT FOR HAUL OFF. CLEANED UP AREA. CHIPPED ROCK IN TRENCH TO BE ABLE TO BRING PIPE DOWN TO DEPTH. 4/17 FINISHED GETTING TRENCH TO DEPTH. FINISHED PUTTING REMAINDER OF PIPE IN. ONE 45 ELBOW AND 2 HINGES. BEDDED AND BACK FILLED AREA. CLEANED UP.	55.13	29.40	0.00	0.00	84.53
421093A	04/25/24	06/08/24	4814 ROLLINGWOOD DRIVE	TOOK SPECIAL SAMPLE - MET WITH ANTEA GROUP FOR QUARTERLY SAMPLES	55.13	29.40	0.00	0.00	84.53
422782A	05/09/24	06/16/24	IN DISTRICT ROLLINGWOOD	TOOK SPECIAL SAMPLE - BAC-T SAMPLE TO AQUATECH FOR WATERLINE PROJECT	82.70	44.10	0.00	0.00	126.80
423227A	05/14/24	06/07/24	2402 BETTIS BLVD	ASPHALT AFTER REPAIR. DID ASPHALT PATCH.	378.61	350.88	133.92	0.00	863.41
423230A	05/14/24	06/07/24	4814 ROLLINGWOOD DRIVE	ASPHALT AFTER REPAIR. DID ASPHALT PATCH.	378.61	314.66	133.92	0.00	827.19
423438A	04/15/24	06/25/24	909 RIDGEWOOD RD	MET WITH CUSTOMER - EXPLAINED SHUT OUT DUE TO GAS IN SEWER SYSTEM	75.00	0.00	0.00	0.00	75.00
3439A	04/15/24	06/25/24	2805 BEE CAVE RD	MET WITH CUSTOMER - EXPLAINED SHUT OUT DIE TO GAS IN SEWER SYSTEM	75.00	0.00	0.00	0.00	75.00

**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: JUNE 2024**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MAT'L	SUBCON	TOTAL
<b>WATER DISTRIBUTION</b>									
423444A	04/16/24	06/25/24	2805 BEE CAVE RD	MET WITH CUSTOMER - CALLED ABOUT BWN STATUS	75.00	0.00	0.00	0.00	75.00
423445A	04/16/24	06/25/24	3006 BEE CAVE RD	MET WITH CUSTOMER - CALLED ABOUT BWN STATUS	75.00	0.00	0.00	0.00	75.00
423456A	04/16/24	06/25/24	306 PLEASANT DR	MET WITH CUSTOMER - CALLED ABOUT BWN STATUS	75.00	0.00	0.00	0.00	75.00
423568A	05/16/24	06/07/24	4811 TIMBERLINE DRIVE	CRIMPED & REPAIRED TAP LEAK. EXCAVATE & REPAIR WATER MAIN. HAND DUG 2FT DEEP 4 FEET EXPOSED 6" MAIN THAT HAD SPLIT 40 INCHES, CUT OUT DAMAGED SECTION OF PIPE AND REPLACED WITH NEW SECTION.	1,020.38	610.72	0.00	0.00	1,631.10
423975A	05/20/24	06/25/24	304 ALMARION DR	TOOK SPECIAL SAMPLE - PULLED SPECIAL SAMPLE FOR CIP PROJECT THAT AFFECTED SEVERAL HOMES - TOOK SAMPLE TO LAB	68.91	36.75	0.00	0.00	105.66
425364A	05/31/24	05/31/24	IN DISTRICT ROLLINGWOOD	MONTHLY SAMPLES	0.00	0.00	0.00	508.30	508.30
<b>LABOR/EQUIPMENT/MATERIAL/SUBCON TOTALS</b>					20,570.03	23,350.69	33,457.81	508.30	
<b>WATER DISTRIBUTION SUBTOTAL</b>					<b>55,784.03</b>				
<b>GRAND TOTAL</b>					<b>77,886.83</b>				



2601 Forest Creek Dr  
 Round Rock, TX 78665-1232

Statement #: 10265

Page 1

## Statement

Month: JUNE 2024  
 Client: CITY OF ROLLINGWOOD  
 Statement Date: 07/09/24

Work Category	Amount
ADMINISTRATIVE	\$4,500.00
BASIC SERVICE	\$14,915.00
LIFT STATION	\$2,687.80
WATER DISTRIBUTION	\$55,784.03
<div style="display: flex; justify-content: flex-end;"> <span style="margin-right: 20px;"><b>Total This Statement:</b></span> <span><b>\$77,886.83</b></span> </div>	

# Invoice for Basic Service

## **Crossroads Utility Services**

2601 Forest Creek Dr.  
Round Rock, TX 78665  
Phone: 281-620-3986  
Fax:

**Client:**  
CITY OF ROLLINGWOOD

**Billing Cycle:**  
JUNE 2024

Operations Fee - Wastewater System	\$8,165.00
Operations Fee - Water System	\$6,750.00
<b>Total BASIC SERVICE</b>	<hr/> <b>\$14,915.00</b>

# Crossroads Utility Services

Inv # 10265-1  
BCycle JUNE 2024  
SvrOrd# 427585  
Page # 1

Invoice Date: 07/09/24 Department: B&C ACTIVITY  
District: CITY OF ROLLINGWOOD  
Location: IN DISTRICT ROLLINGWOOD

Reported By: Telephone Number:  
ADMINISTRATIVE

Date Completed: 06/24/24

Description of Work Performed:  
LEAD AND COPPER DATA COLLECTION

Description	Qty	Price	Amount
<b>Material</b>			
LEAD AND COPPER DATA COLLECTION	1.00	4,500.0000	4,500.00
<b>Material</b>			<b>4,500.00</b>
<b>Service Order Total:</b>			<b>4,500.00</b>

# Crossroads Utility Services

Inv # 10265-3  
BCycle JUNE 2024  
SvrOrd# 401422  
Page # 1

Invoice Date: 07/09/24 Department: CENTRAL MAINTENANCE

District: CITY OF ROLLINGWOOD

Location: CORW - LS2 - HATLEY DR

Reported By: Telephone Number:  
LIFT STATION

Date Completed: 06/13/24

**Description of Work Performed:**

COMPLETED WORK ON PUMP TROUBLESHOOT. REPLACED START CAPACITOR FOR WATER.

Description	Qty	Price	Amount
<b>Material</b>			
GRAINGER 9876497729	1.00	94.5300	94.53
<b>Material</b>			<b>94.53</b>
<b>Service Order Total:</b>			<b>94.53</b>





INVOICE

7950 RESEARCH BLVD STE 101  
AUSTIN, TX 78758-8425  
www.grainger.com

GRAINGER ACCOUNT NUMBER 876731480  
INVOICE NUMBER 9876497729  
INVOICE DATE 10/19/2023  
DUE DATE 11/18/2023  
AMOUNT DUE \$82.20

SHIP TO

CROSSROADS UTILITY SERVICES  
2601 FOREST CREEK DR  
ROUND ROCK TX 78665-1232

PO NUMBER: 31749  
CALLER: GLENN SCHWABE  
CUSTOMER PHONE: 5128156398  
ORDER NUMBER: 1495992915  
INCO TERMS: FOB ORIGIN

BILL TO

CROSSROADS UTILITY SERVICES  
2601 FOREST CREEK DR  
ROUND ROCK TX 78665-1232

Pay invoices online at:  
[www.grainger.com/invoicing](http://www.grainger.com/invoicing)  
Sign up for paperless invoicing at:  
[www.grainger.com/paperlessinvoicing](http://www.grainger.com/paperlessinvoicing)

THANK YOU! FEI NUMBER 36-1150280

FOR QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL 1-800-472-4643

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	2MEP4	MOTOR START CAPACITOR,189-227 MFD,ROUND MANUFACTURER # 2MEP4  Delivery #:6608692109 Date: 10/19/2023 PICKED UP FROM: AUSTIN BRANCH 053 7950 RESEARCH BLVD STE 101,AUSTIN, TX 78758-8425	3	27.40	82.20

THIS PURCHASE IS GOVERNED EXCLUSIVELY BY GRAINGER'S TERMS OF SALE, INCLUDING: (I) DISPUTE RESOLUTION REMEDIES, AND (II) CERTAIN WARRANTY AND DAMAGES LIMITATIONS AND DISCLAIMERS IN EFFECT AT THE TIME OF THE ORDER, WHICH ARE INCORPORATED BY REFERENCE HEREIN. GRAINGER'S TERMS OF SALE ARE AVAILABLE AT WWW.GRAINGER.COM  
PRODUCT RETURN INSTRUCTIONS ARE AVAILABLE AT WWW.GRAINGER.COM/RETURNS

INVOICE SUB TOTAL 82.20

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.

Reprint

PAY THIS INVOICE - PAYMENT TERMS Net 30 days after inv IN U.S. DOLLARS.

AMOUNT DUE \$82.20

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT

BILL TO:

CROSSROADS UTILITY SERVICES  
2601 FOREST CREEK DR  
ROUND ROCK TX 78665-1232  
UNITED STATES OF AMERICA

REMIT TO:

GRAINGER  
DEPT. 876731480  
P.O. BOX 419267  
KANSAS CITY, MO 64141-6267

8767314809876497729100000822010000001000000100000023111826

X ACCOUNT NUMBER 876731480 DATE 10/19/2023 INVOICE NUMBER 9876497729 AMOUNT DUE \$82.20

# Crossroads Utility Services

Inv # 10265-4

BCycle JUNE 2024

SvrOrd# 425758

Page # 1

Invoice Date: 07/09/24 Department: FACILITIES

District: CITY OF ROLLINGWOOD

Location: CORW - LS5 - VALE DR

Reported By:

Telephone Number:

LIFT STATION

Date Completed: 06/11/24

**Description of Work Performed:**

PURCHASED SUPPLIES- GOT A LOCK FOR VALE LS.

Description	Qty	Price	Amount
<b>Material</b>			
LOWE'S 82519	1.00	18.4460	18.45
<b>Material</b>			<b>18.45</b>
<b>Service Order Total:</b>			<b>18.45</b>

SO# 425758A

PO# 35577

# mylowe's Rewards



LEARN MORE AT [LOWES.COM/MYLOWESREWARDS](http://LOWES.COM/MYLOWESREWARDS)

LOWE'S HOME CENTERS, LLC  
12611 SUITE 100 SHOPS PKWY  
BEE CAVE, TX 78738 (512) 634-4432

- SALE -

SALES#: S1948SJR 4943694 TRANS#: 3523517 06-05-24

139603 ML 2-IN BRASS RESET COMB 16.04  
16.88 DISCOUNT EACH -0.84

SUBTOTAL: 16.04  
TOTAL TAX: 0.00  
INVOICE 82519 TOTAL: 16.04  
LAR: 16.04

=====

TOTAL SAVINGS THIS TRIP: **\$0.84**

=====

LAR: XXXXXXXXXXXX6889 AMOUNT: 16.04 AUTHCD: 000861  
KEYED REFID:825190 06/05/24 10:12:33  
LAR PO: 35577  
ACCOUNT NAME: CROSSROADS UTILITY SERVIC  
AUTH BUYER: CASTANON EASTON

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION  
DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS  
FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY  
MERCHANDISE.

STORE: 1948 TERMINAL: 03 06/05/24 10:12:46

# OF ITEMS PURCHASED: 1  
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.  
FOR DETAILS ON OUR RETURN POLICY, VISIT  
[LOWES.COM/RETURNS](http://LOWES.COM/RETURNS)  
A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE  
AT OUR CUSTOMER SERVICE DESK

MYLOWE'S REWARDS CREDIT CARDHOLDERS GET MORE.  
FOR DETAILS VISIT [LOWES.COM/MYLOWESREWARDS](http://LOWES.COM/MYLOWESREWARDS)

\*\*\*\*\*

SHARE YOUR FEEDBACK! \*

ENTER FOR A CHANCE TO BE \*

ONE OF FIVE \$500 MYLOWE'S REWARDS MERCHANT VISA \*

# Crossroads Utility Services

Inv # 10265-5  
BCycle JUNE 2024  
SvrOrd# 419144  
Page # 1

Invoice Date: 07/09/24 Department: EXCAVATIONS  
District: CITY OF ROLLINGWOOD  
Location: 4814 ROLLINGWOOD DRIVE  
Reported By: MULHERN, LYNDA

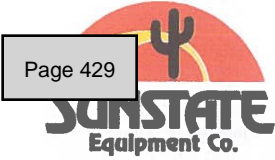
Telephone Number:  
WATER DISTRIBUTION

Date Completed: 06/07/24

### Description of Work Performed:

EXCAVATION WORK COMPLETED. 4/9 EXCAVATED AND EXPOSED WATER MAIN, TEE, AND 2 VALVES. 4/10 CUT OUT SECTION OF 6" MAIN BEFORE "TEE" AND ADDED NEW GATE VALVE, CONTINUED ON PREVIOUSLY EXCAVATED DITCH LINE TO GET TO DEPTH FOR NEW 6" MAIN. 4/11 EXCAVATED THE REST OF TRENCH AND BROUGHT DOWN TO BEST GRADE POSSIBLE, CUT ASPHALT AND DRIVEWAY. INSTALLED NEW 45 ELBOW ON VALVE. 4/12 STARTED ON INSTALLING C900 6" FOR MAIN, TIED TO EXISTING MAIN WITH SLEEVE, INSTALL 2-45 ELBOW'S AND ROUGHLY 70 FOOT OF C900 6". 4/15 INSTALLED ADDITIONAL 20' PIECE OF 6" C900. STARTED BACK FILLING AND ADDING THRUST BLOCKS FOR 45'S. DUG UP DRIVE WAY AND ROAD FOR TIE IN. STARTED CHIPPING ROCK OUT OF TRENCH. 4/16 BACK FILLED MAJORITY OF TRENCH. SEPERATED ROCK FROM DIRT. STARTED PILES OF DIRT FOR HAUL OFF. CLEANED UP AREA. CHIPPED ROCK IN TRENCH TO BE ABLE TO BRING PIPE DOWN TO DEPTH. 4/17 FINISHED GETTING TRENCH TO DEPTH. FINISHED PUTTING REMAINDER OF PIPE IN. ONE 45 ELBOW AND 2 HINGES. BEDDED AND BACK FILLED AREA. CLEANED UP.

Description	Qty	Price	Amount
<b>Material</b>			
SUNSTATE 12393610-001	1.00	1,058.1495	1,058.15
WHITTLESEY 114089/1 113994/1	1.00	886.7880	886.79
C & M U673703 U702140 U706672 U709154 U726893	1.00	9,719.3860	9,719.39
RENT EQUIP 875361-2 875325-2	1.00	506.3680	506.37
BED ROCK 2-1230 2-1290	1.00	587.6500	587.65
LOWE'S 92370	1.00	120.7040	120.70
UNITED RENTALS 232429824-001	1.00	782.9430	782.94
<b>Material</b>			<b>13,661.99</b>
<b>Service Order Total:</b>			<b>13,661.99</b>



5552 East Washington St.  
Phoenix AZ 85034

RETURN SERVICE  
REQUESTED

PLEASE REMIT TO:  
P.O. BOX 208439  
DALLAS, TX 75320-8439

31.

www.sunstateequip.com

BRANCH LOCATION

AUS  
512-238-1555  
AFTER HR#:(512) 917-6023

For billing questions, please call 888-399-4826



CROSSROADS UTILITY SERVICES  
2601 FOREST CREEK DR  
ROUND ROCK TX 78665-1232



CUSTOMER #: 121848  
PHONE #: 512-246-1400  
CONTRACT TYPE: RENTAL RETURN  
INVOICE #: 12393610-001  
PO #: 34530  
JOB #: 34530  
JOB NAME: 4814 ROLLINGWOOD  
ORDERED BY: EASTON/DAVIDCA/10:00  
DATE/TIME OUT: 4/09/24 10:16 AM  
DATE/TIME IN: 4/18/24 9:58 AM

CONTACT: EASTON 512-246-1400      TERRITORY: 339      PROCESSED BY: CHRISZ  
DRIVERS LICENSE:      LICENSE PLATE:      RETURN LOC: AUS  
JOB ADDRESS: 4814 ROLLINGWOOD DR WEST LAKE HILLS TX 78746  
DEL. INSTRUCTIONS:

RENTAL RATES ARE FOR EACH ITEM AND DO NOT INCLUDE FUEL OR DELIVERY.

ITEM QTY	EQUIPMENT DESCRIPTION EQUIP#	DAY	RATES WEEK	4 WEEKS	EXTENDED PRICE
1	SAW-14" CUTOFF HAND HELD MIX FUEL 218211 K770 S/N: 2021 4100910	125.00	450.00	905.00	700.00
1	BLADE-14" DMD CNC-ASP WET/DRY W/B/CU 264409 14" CUT S/N: N/A	45.00	145.00	150.00	150.00
SUB TOTAL					850.00
CUSTOMER PROTECTION PLAN					** N/A **
TAX					70.13
TOTAL AMOUNT DUE					920.13

THIS IS YOUR INVOICE, PLEASE PAY BY INVOICE.

RENT CONTINUES UNTIL YOU CALL 512-238-1555 TO HAVE EQUIPMENT PICKED UP.

- TERMS: NET 30 UPON ISSUANCE OF INVOICE (INVOICE DATE). SERVICE CHARGES AT THE LESSER RATE OF 1.5% PER MONTH OR THE MAXIMUM RATE PERMITTED BY LAW ON PAST DUE ACCOUNTS.
- A SERVICE/CLEANING CHARGE MAY RESULT DUE TO EQUIPMENT BEING RETURNED DAMAGED OR IN NEED OF EXCESSIVE CLEANING
- THE ENVIRONMENTAL FEE IS NOT REGULATED NOR COLLECTED BY OR FOR ANY GOVERNMENTAL AGENCY.
- UNLAWFUL FAILURE TO RETURN RENTED PROPERTY MAY BE A FELONY. FINES, CRIMINAL PROSECUTION, AND/OR IMPRISONMENT COULD RESULT.
- BY SIGNING BELOW I AGREE TO TERMS ON FRONT AND BACK OF THIS CONTRACT. I ALSO ACKNOWLEDGE RECEIVING INSTRUCTIONS AS TO THE SAFE AND PROPER USE OF THE EQUIPMENT. IN ADDITION, I AGREE TO RECEIVE ELECTRONIC COMMUNICATIONS FROM SUNSTATE EQUIPMENT INCLUDING PHONE CALLS, EMAILS AND TEXT MESSAGES. TO READ MORE ABOUT THE TERMS OF USE REGARDING THESE COMMUNICATIONS, PLEASE VISIT [WWW.SUNSTATEEQUIP.COM/TERMSOFUSE](http://WWW.SUNSTATEEQUIP.COM/TERMSOFUSE).

**Whittlesey Landscape Supplies and Recycling, Inc**  
**NORTH YARD SALES**  
**P.O. BOX 820**  
**CEDAR PARK, TX 78630-0820**  
**PHONE: (512) 989-7625**

SOL TO:	2601 FOREST CREEK DR	CUST	6280	DATE:	4/15/24	TIME:	9:54
	ROUND ROCK TX 78665	TERMS	NET 30 DAYS	CLERK	B2	TERMI	634
		APPLY TO	34529	SALESPE	B2	BRENDA TOVAR	
		REFERENC	PO # 34529	TAX	001		
SHI TO:		JOB	000				
		DUE DA	5/15/24				

**INVOICE #4089/1**

LINE	QTY	UM	SKU	DESCRIPTION	UNITS	SUGG	PRICE/	PER	XTENSION	
1	6	YD	211540	WASHED PEA GRAVEL	6		64.26	/Y D	385.56	CN

TAXABLE	0.00
NON-TAXABL	385.56
SUBTOTAL	385.56

\*\* AMOUNT CHARGED TO STORE ACC 385.56

TAX AMOUNT 0.00

<b>TOTAL</b>	<b>385.56</b>
--------------	---------------

⑆AA6280000114089131001⑆

TOT WT: 6.00

~~X~~ **No Signature Required**

Buyer shall indemnify and hold harmless Whittlesey Landscape Supplies and Recyc or loss or destruction of or damage to the property whosoever, resulting from, property or seller's premises by Whittlesey Landscape Supply & Recycling, Inc. Whittlesey Landscape Supplies & Recycling, Inc., its servants, agents or employ Buyer of their undersigned agent acknowledged by their signature that they have

**Whittlesey Landscape Supplies and Recycling, Inc**  
**NORTH YARD SALES**  
**P.O. BOX 820**  
**CEDAR PARK, TX 78630-0820**  
**PHONE: (512) 989-7625**

SOL TO:	2601 FOREST CREEK DR	CUST	6280	DATE:	4/12/24	TIME:	9:38
	ROUND ROCK TX 78665	TERMS	NET 30 DAYS	CLERK	KV	TERMI	634
		APPLY TO	34521	SALESPE	KV	KENIA VASQUEZ	
		REFERENC	PO # 34521	TAX	001		
SHI TO:		JOB	000				
		DUE DA	5/12/24				

**INVOICE 3994/1**

LINE	QTY	UM	SKU	DESCRIPTION	UNITS	SUGG	PRICE/	PERF	EXTENSION	
1	6	YD	211540	WASHED PEA GRAVEL	6		64.26	/Y D	385.56	CN

TAXABLE	0.00
NON-TAXABL	385.56
<b>SUBTOTAL</b>	<b>385.56</b>

\*\* AMOUNT CHARGED TO STORE ACC 385.56

TAX AMOUNT 0.00

<b>TOTAL</b>	<b>385.56</b>
--------------	---------------

⑈bAA6280000113994131001V,

TOT WT: 6.00

~~X~~ **No Signature Required**

Buyer shall indemnify and hold harmless Whittlesey Landscape Supplies and Recyc or loss or destruction of or damage to the property whosoever, resulting from, property or seller's premises by Whittlesey Landscape Supply & Recycling, Inc. Whittlesey Landscape Supplies & Recycling, Inc., its servants, agents or employ Buyer of their undersigned agent acknowledged by their signature that they have



# INVOICE

**Invoice #**  
**Invoice Date**  
**Account #**  
**Sales Rep** MATTHEW DULOCK  
**Phone #** 512-990-8470  
**Branch # 160** Pflugerville, TX  
**Total Amount Due** \$4,839.82

31.4

1830 Craig Park Court  
St. Louis, MO 63146

**Remit To:**  
 CORE & MAIN LP  
 PO BOX 28330  
 ST LOUIS, MO 63146

741 1 MB 0.571 E0285X I0428 D12697033640 S2 P10241234 0001:0001



CROSSROADS UTILITY SVCS LLC  
 2601 FOREST CREEK DR  
 ROUND ROCK TX 78665-1232

Shipped to:

419144A

CUSTOMER PICK-UP -

**CUSTOMER JOB- ROLLING WOOD**

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
4/05/24	4/10/24	ROLLINGWOOD	ROLLING WOOD			WILL CALL	U673703

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
21I064M	6 MJ 45 C153 IMP	4	4		112.56000	EA	450.24
020614B	6 PVC C900 DR14 PIPE (G) 20' BLU PC305	60	60		19.08000	FT	1,144.80
21IAMF706EZPVCP	6 SIP EZ GRIP PVC REST W/ACC F/C900 IMP EZPVCP06	10	10		74.19000	EA	741.90
5108A236123	8 A2361-23 MJ RW GV OL L/ACC	1	1		1398.43000	EA	1,398.43
5106A236123	6 A2361-23 MJ RW GV OL L/ACC	1	1		878.04000	EA	878.04
21I06AS13	6X13 MJ ANCH CPLG C153 IMP	1	1		226.41000	EA	226.41

**Online ADVANTAGE™**

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](http://tandc.coreandmain.com/identifying-fraud).

Freight      Delivery      Handling      Restock      Misc.

**Subtotal:** 4,839.82  
**Other:** 0.00  
**Tax:** 0.00  
**Invoice Total:** \$4,839.82

Terms: NET 30  
 Ordered By: SERGIO

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.





# INVOICE

**Invoice #**  
**Invoice Date**  
**Account #**  
**Sales Rep**  
**Phone #**  
**Branch # 160**  
**Total Amount Due**

**31.**  
**194206**  
**MATTHEW DULOCK**  
**512-990-8470**  
**Pflugerville, TX**  
**\$749.58**

1830 Craig Park Court  
St. Louis, MO 63146

**Remit To:**  
**CORE & MAIN LP**  
**PO BOX 28330**  
**ST LOUIS, MO 63146**

770 1 MB 0.571 E0317 I0478 D12701418774 S2 P10242782 0004:0005



**CROSSROADS UTILITY SVCS LLC**  
**2601 FOREST CREEK DR**  
**ROUND ROCK TX 78665-1232**

Shipped to:

CUSTOMER PICK-UP -

419144A

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
4/11/24	4/11/24	34530				WILL CALL	U702140

Product Code	Description	Quantity			Price	UM	Extended Price
		Ordered	Shipped	B/O			
21I06AS13	6X13 MJ ANCH CPLG C153 IMP	2	2		226.41000	EA	452.82
21IAMF706EZPVCP	6 SIP EZ GRIP PVC REST W/ACC F/C900 IMP EZPVCP06	4	4		74.19000	EA	296.76

## Online ADVANTAGE™

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- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](http://coreandmain.com/identifying-fraud).

**Freight**      **Delivery**      **Handling**      **Restock**      **Misc.**

**Subtotal:**                      **749.58**  
**Other:**                              **0.00**  
**Tax:**                                  **0.00**  
**Invoice Total:**                      **\$749.58**

**Terms:** NET 30  
**Ordered By:** EASTON

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



# INVOICE

**Invoice #**  
**Invoice Date**  
**Account #**  
**Sales Rep**  
**Phone #**  
**Branch # 160**  
**Total Amount Due**

31.  
 194206  
**MATTHEW DULOCK**  
 512-990-8470  
 Pflugerville, TX  
**\$283.72**

1830 Craig Park Court  
St. Louis, MO 63146

**Remit To:**  
**CORE & MAIN LP**  
**PO BOX 28330**  
**ST LOUIS, MO 63146**

788 1 MB 0.571 E0329X I0503 D12708206278 S2 P10245678 0001:0003



**CROSSROADS UTILITY SVCS LLC**  
 2601 FOREST CREEK DR  
 ROUND ROCK TX 78665-1232

Shipped to:

419 144A

CUSTOMER PICK-UP -

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
4/11/24	4/12/24	VERBAL				WILL CALL	U706672

Product Code	Description	Quantity			Price	UM	Extended Price
		Ordered	Shipped	B/O			
21I06S112T	6 MJ L/P SLV C153 IMP	1	1		126.07000	EA	126.07
21AMG506	6 MJXIPS PVC TRANS GASKET	1	1		9.27000	EA	9.27
21IAMF706EZPVCP	6 SIP EZ GRIP PVC REST W/ACC F/C900 IMP EZPVCP06	2	2		74.19000	EA	148.38

## Online ADVANTAGE™

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](http://coreandmain.com/identifying-fraud).

**Freight**      **Delivery**      **Handling**      **Restock**      **Misc.**

**Subtotal:** 283.72  
**Other:** 0.00  
**Tax:** 0.00  
**Invoice Total:** \$283.72

Terms: NET 30  
 Ordered By: SERGIO

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



# INVOICE

1830 Craig Park Court  
St. Louis, MO 63146

Invoice # 31.  
 Invoice Date 194206  
 Account #  
 Sales Rep **MATTHEW DULOCK**  
 Phone # 512-990-8470  
 Branch # 160 Pflugerville, TX  
 Total Amount Due **\$1,908.00**

Remit To:  
**CORE & MAIN LP**  
 PO BOX 28330  
 ST LOUIS, MO 63146

788 1 MB 0.571 E0329 I0504 D12708206280 S2 P10245678 0002:0003



CROSSROADS UTILITY SVCS LLC  
 2601 FOREST CREEK DR  
 ROUND ROCK TX 78665-1232

Shipped to:

CUSTOMER PICK-UP -

*419144A*

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
4/12/24	4/12/24	34530				WILL CALL	U709154

Product Code	Description	Quantity			Price	UM	Extended Price
		Ordered	Shipped	B/O			
020614B	6 PVC C900 DR14 PIPE (G) 20' BLU PC305	100	100		19.08000	FT	1,908.00

## Online ADVANTAGE™

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](http://coreandmain.com/identifying-fraud).

Freight      Delivery      Handling      Restock      Misc.

Subtotal: **1,908.00**  
 Other: 0.00  
 Tax: 0.00  
**Invoice Total: \$1,908.00**

Terms: NET 30  
 Ordered By: EASTON

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



# INVOICE

Invoice # 31.  
 Invoice Date  
 Account #  
 Sales Rep **MATTHEW DULOCK**  
 Phone # **512-990-8470**  
 Branch # **160** **Pflugerville, TX**  
 Total Amount Due **\$670.52**

1830 Craig Park Court  
 St. Louis, MO 63146

Remit To:  
**CORE & MAIN LP**  
**PO BOX 28330**  
**ST LOUIS, MO 63146**

29 2 SP 0.880 E0029 I0225 D12718224002 S2 P10247926 0006:0007



CROSSROADS UTILITY SVCS LLC  
 2601 FOREST CREEK DR  
 ROUND ROCK TX 78665-1232

Shipped to:

CUSTOMER PICK-UP -

*49144A*

**CUSTOMER JOB- 4814 ROLLINGW**

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
4/16/24	4/16/24	34530	4814 ROLLINGW			WILL CALL	U726893

Product Code	Description	Quantity			Price	UM	Extended Price
		Ordered	Shipped	B/O			
7442106560760031	421-06560760-031 6X8 CPLG EPXY 304SS B&N 6.56-7.60 OD	2	2		335.26000	EA	670.52

## Online ADVANTAGE™

- Manage billing online
- Reprint invoices
- Retrieve proof of deliveries

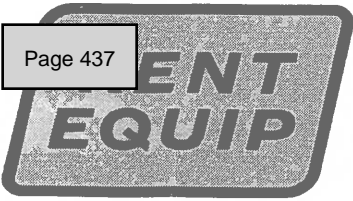
Be suspicious of emails requesting wire transfers or payments to Core & Main using updated remittance information. For tips about how to identify bad actors, visit [coreandmain.com/identifying-fraud](http://coreandmain.com/identifying-fraud).

Freight	Delivery	Handling	Restock	Misc.

Terms: NET 30  
 Ordered By: SAMMY

Subtotal:	670.52
Other:	0.00
Tax:	0.00
<b>Invoice Total:</b>	<b>\$670.52</b>

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.



9400 Metric Blvd. Bldg. #1  
Austin, TX 78758  
www.GetRentEquip.com  
512-836-9100 Phone  
512-835-6782 Fax



**Status: Completed**  
Invoice #: 875361-2  
Invoice Date: Fri 4/19/2024  
Date Out: Tue 4/16/2024 12:29PM  
Operator: COBY DINGES

Customer #: 41717

Crossroads Utility Services  
2601 Forest Creek Dr.  
SANDY, TX 78665  
Phone 512-246-1400  
Mobile 512-809-1503  
PO #: 34528

Sales Rep: HOUSE ACCOUNT

Qty	Key	Items	Status	Returned Date	Price
1	HM65ELECTRIC#12	HAMMER, 65LB ELECTRIC 4Hrs \$68.00 1day \$85.00 1week \$340.00 4weeks \$958.00 !!!! 10 GAUGE CORD OF NO MORE THAN 100' REQUIRED TO RUN HAMMER!!!!!!!	Returned	Fri 4/19/2024 2:32PM	\$255.00
1	CD 100-2	CORD, 100' EXTENSION 10GA. 1day \$6.00 1week \$30.00 4weeks \$87.00 ***** CORD MAY NOT MEET " OSHA " REQUIREMENTS *****	Returned	Fri 4/19/2024 2:32PM	\$18.00

### Thank you for your Business

Payments made on this contract:

Rental/Sale Paid	\$110.08	Tue 4/16/2024 12:31PM Credit Card Visa 4*****4602 Auth:05243D
Rental/Sale Paid	\$220.16	Fri 4/19/2024 2:32PM Credit Card Visa 4*****4602 Auth:05483D
<b>Total</b>	<b>\$330.24</b>	

#### Rental Contract

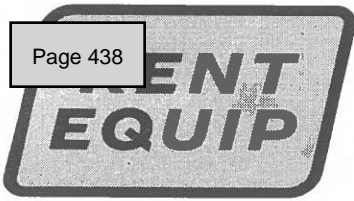
This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM!

If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to 1/2 of the total amount may be charged if reservation is cancelled within 72 hours of the scheduled "time and date out".

I certify that I have read and agree to all terms of this contract.

Rental:	\$273.00
Damage Waiver:	\$27.03
Subtotal:	\$300.03
Enviro Fee:	\$5.46
Fee Cave Standard Tax:	\$24.75
<b>Total:</b>	<b>\$330.24</b>
<b>Paid:</b>	<b>\$330.24</b>
<b>Amount Due:</b>	<b>\$0.00</b>

Signature: \_\_\_\_\_  
Crossroads Utility Services



9400 Metric Blvd. Bldg. #1  
 Austin, TX 78758  
 www.GetRentEquip.com  
 512-836-9100 Phone  
 512-835-6782 Fax

**Status: Completed**

Invoice #: 875325-2

31.

Invoice Date: Tue 4/16/2024

Date Out: Mon 4/15/2024 2:47PM

Operator: COBY DINGES

Customer #: 41717

Crossroads Utility Services

Phone 512-246-1400  
 Mobile 512-809-1503

2601 Forest Creek Dr.  
 SANDY, TX 78665

PO #: 34528

**Sales Rep: HOUSE ACCOUNT**

Qty	Key	Items	Status	Returned Date	Price
1	HM65ELECTRIC#09	HAMMER, 65LB ELECTRIC 4Hrs \$68.00 1day \$85.00 1week \$340.00 4weeks \$958.00 USE 10 GA CORD ONLY !!!! 100' MAX FORM OUTLET !!!	Returned	Tue 4/16/2024 2:39PM	\$85.00
1	CD 100-2	CORD, 100' EXTENSION 10GA. 1day \$6.00 1week \$30.00 4weeks \$87.00 ***** CORD MAY NOT MEET " OSHA " REQUIREMENTS *****	Returned	Tue 4/16/2024 2:39PM	\$6.00

**Thank you for your Business**

**Payments made on this contract:**

Rental/Sale Paid	\$110.08	Mon 4/15/2024 2:49PM Credit Card Visa 4*****4602 Auth:09223D
<b>Total</b>	<b>\$110.08</b>	

**Rental Contract**

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM!

If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to 1/2 of the total amount may be charged if reservation is cancelled within 72 hours of the scheduled "time and date out".

I certify that I have read and agree to all terms of this contract.

Rental:	\$91.00
Damage Waiver:	\$9.01
Subtotal:	\$100.01
Enviro Fee:	\$1.82
State Cave Standard Tax:	\$8.25
<b>Total:</b>	<b>\$110.08</b>
<b>Paid:</b>	<b>\$110.08</b>
<b>Amount Due:</b>	<b>\$0.00</b>

**Signature:**

Crossroads Utility Services



SO #419144A

ROCK III  
13652 HWY 71 W  
Bee Cave  
TX 78738  
Tel: 512-263-2288  
austinrockyard.com  
bedrockpictures@gmail.com

Date: 4/15/2024 4:29:42 PM  
INVOICE No: 2-1230  
PO Number: 4814 rolling wood  
Cashier: ROCK3

Customer: CROSSROAD UTILITY SERVICE  
CROSSROAD UTILITY SERVICE

Description	Qty	Price	Ext. Price
PEA GRAVEL 3/8 (YD)			
198A	1 @	\$79.00	\$79.00T
		<b>Sub Total:</b>	<b>\$79.00</b>
		TAX 8.25%:	\$6.52
		<b>Total:</b>	<b>\$85.52</b>
Tendered:			\$85.52
Visa:			\$85.52
Card #: *****4027			
Element TransID: 706158711			

BAG & PALLET DEPOSITS ARE ELIGIBLE FOR A FULL REFUND WITHIN 30 DAYS WITH PROOF OF PURCHASE.

AFTER 30 DAYS, A STORE CREDIT (NOT INCLUDING TAXES) WILL BE ISSUED TOWARDS A NEW PURCHASE, WITH MANAGER APPROVAL.

ALL OTHER SALES ARE FINAL.  
NATURAL STONE IS A PRODUCT OF MOTHER NATURE AND WILL ALWAYS VARY IN COLOR, TEXTURE AND PHYSICAL PROPERTIES.

SIGNATURE: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS!

SO# 419144A



STONE & DESIGN

ROCK III  
13652 HWY 71 W  
Bee Cave  
TX 78738  
Tel: 512-263-2288  
austinrockyard.com  
bedrockpictures@gmail.com

Date: 4/17/2024 2:29:20 PM  
INVOICE No: 2-1290  
Cashier: ROCK3

Customer: CROSSROAD UTILITY SERVICE  
CROSSROAD UTILITY SERVICE

Description	Qty	Price	Ext.Price
PEA GRAVEL 3/8 (YD)			
198A	3 @	\$79.00	\$237.00T
ROAD BASE STANDARD (YD)			
364A	3 @	\$65.00	\$195.00T
Sub Total:			\$432.00
TAX 8.25%:			\$35.64
Total:			\$467.64

Tendered: \$467.64  
Visa: \$467.64

Card #: \*\*\*\*\*4027  
Element TransID: 723518727

BAG & PALLET DEPOSITS ARE ELIGIBLE FOR A FULL REFUND WITHIN 30 DAYS WITH PROOF OF PURCHASE.

AFTER 30 DAYS, A STORE CREDIT (NOT INCLUDING TAXES) WILL BE ISSUED TOWARDS A NEW PURCHASE, WITH MANAGER APPROVAL.

ALL OTHER SALES ARE FINAL.  
NATURAL STONE IS A PRODUCT OF MOTHER NATURE AND WILL ALWAYS VARY IN COLOR, TEXTURE AND PHYSICAL PROPERTIES.

SIGNATURE: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS!



# mylowe's Rewards



SO # 419144A

LEARN MORE AT [LOWES.COM/MYLOWESREWARDS](http://LOWES.COM/MYLOWESREWARDS)

LOVE'S HOME CENTERS, LLC  
120 SUNDANCE PARKWAY  
ROUND ROCK, TX 78681 (512) 600-0011

- SALE -

SALES#: S0778HNN 3965569 TRANS#: 919419062 04-15-24

10437 QUIKRETE 50-LB FAST-SET C	104.96
6.91 DISCOUNT EACH	-0.35
16 @ 6.56	

SUBTOTAL:	104.96
TOTAL TAX:	8.66
INVOICE 92370 TOTAL:	113.62
LAR:	113.62

TOTAL SAVINGS THIS TRIP: \$5.60

LAR: XXXXXXXXXXXX6889 AMOUNT: 113.62 AUTHCD: 000908  
 KEYED REFID:667211 04/15/24 09:39:01  
 LAR PD: 34529  
 ACCOUNT NAME: CROSSROADS UTILITY SERVIC  
 AUTH BUYER: VILLABREAL JORGE

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY MERCHANDISE.

STORE: 0778 TERMINAL: 27 04/15/24 09:39:17  
 # OF ITEMS PURCHASED: 16  
 EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.  
 FOR DETAILS ON OUR RETURN POLICY, VISIT  
[LOWES.COM/RETURNS](http://LOWES.COM/RETURNS)  
 A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE  
 AT OUR CUSTOMER SERVICE DESK

MYLOWE'S REWARDS CREDIT CARDHOLDERS GET MORE.  
 FOR DETAILS VISIT [LOWES.COM/MYLOWESREWARDS](http://LOWES.COM/MYLOWESREWARDS)

\*\*\*\*\*  
 \* SHARE YOUR FEEDBACK! \*  
 \* ENTER FOR A CHANCE TO BE \*  
 \* \*\*\*\*\*



Page 442  
RD  
AUSTIN TX 78754-2039  
512-479-5058

419144A

# 232429824-001

Job Site

ROLLINGWOOD  
4814 ROLLINGWOOD DR  
ROLLINGWOOD TX 78746-5649

Office: 512-246-1400 Job: 512-246-1400

Customer # : 1072998  
Invoice Date : 04/25/24  
Date Out : 04/09/24 05:00 PM  
Billed Through : 05/07/24 00:00  
UR Job Loc : 4814 ROLLINGWOOD DR,  
UR Job # : 174  
Customer Job ID:  
P.O. # : EASTON  
Ordered By : EASTON C  
Reserved By : CLAYTON HOLLOWAY  
Salesperson : KEATON HICKMAN

CROSSROADS UTILITY SERVICES  
2601 FOREST CREEK DR  
ROUND ROCK TX 78665-1232

**Invoice Amount: \$680.82**  
Terms: Due Upon Receipt  
Payment options: Contact our credit office 212-333-6600 Ext. 84997  
**REMIT TO: UNITED RENTALS (NORTH AMERICA), INC.**  
PO BOX 840514  
DALLAS TX 75284-0514

RENTAL ITEMS:							
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	944/9930	ROAD PLATE 6' X 10'		75.00	178.00	439.00	439.00
1	944/9895	CROSSING PLATE LIFT SCREW 1.25"		27.00	47.00	113.00	113.00
						Rental Subtotal:	552.00
						Agreement Subtotal:	552.00
						Rental Protection:	82.80
						Tax:	46.02
						Total:	680.82

COMMENTS/NOTES:

CONTACT: EASTON C

Billing period: 28 Days From 4/09/24 05:00 PM Thru 5/07/24 05:00 PM

Effective February 1, 2024 and where permitted by law, United Rentals may impose a surcharge of 2.0% for credit card payments on charge accounts. This surcharge is not greater than our merchant discount rate for credit card transactions and is subject to sales tax.

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

# Crossroads Utility Services

Inv # 10265-6  
BCycle JUNE 2024  
SvrOrd# 423227  
Page # 1

Invoice Date: 07/09/24 Department: SUB-MAINT  
District: CITY OF ROLLINGWOOD  
Location: 2402 BETTIS BLVD  
Reported By: HOLLAND DAVID  
Date Completed: 06/07/24

Telephone Number:  
WATER DISTRIBUTION

Description of Work Performed:  
ASPHALT AFTER REPAIR. DID ASPHALT PATCH.

Description	Qty	Price	Amount
<b>Material</b>			
ASPHALT INC 208439	1.00	133.9175	133.92
<b>Material</b>			<b>133.92</b>
<b>Service Order Total:</b>			<b>133.92</b>

SO# 423227

ASPHALT INC. LLC.  
11824 Harold Green RD  
Austin, Tx 78725

Ticket: 208439

Date: 5/14/2024 Time: 10:15:27 AM

Job: CREDIT CARD 02

Truck: TLV4895

CROSS ROADS UTILITIES  
4147 2026 6455 4027  
03/29  
186

Material: HG-D-MIX-R20  
HG-D-R20-64-22

Customer: CREDIT CARD

Job Totals:	1 Loads	
	3.97 Tons	3.60 Mg
*****		
*GROSS (1)	13.55 Tons	12.29 Mg*
*		*
*TARE	9.58 Tons	8.69 Mg*
*		*
*NET	3.97 Tons	3.60 Mg*
*****		

Comments:

PRICE \$ 349.36

TAX \$ 28.82

Weighmaster:

TOTAL \$	378.18	(K) = Manual Weight
		(S) = Stored Weight

349.36 ÷ By 3 SOH'S

SO# 423229A  
 SO# 423227A  
 SO# 423230A

# Crossroads Utility Services

Inv # 10265-7  
BCycle JUNE 2024  
SvrOrd# 423230  
Page # 1

Invoice Date: 07/09/24 Department: SUB-MAINT  
District: CITY OF ROLLINGWOOD  
Location: 4814 ROLLINGWOOD DRIVE  
Reported By: MULHERN, LYNDA

Telephone Number:  
WATER DISTRIBUTION

Date Completed: 06/07/24

Description of Work Performed:  
ASPHALT AFTER REPAIR . DID ASPHALT PATCH.

Description	Qty	Price	Amount
<b>Material</b>			
ASPHALT INC 208439	1.00	133.9175	133.92
<b>Material</b>			<b>133.92</b>
<b>Service Order Total:</b>			<b>133.92</b>

SO# 423 230A

ASPHALT INC. LLC.  
11824 Harold Green RD  
Austin, Tx 78725

Ticket: 208439

Date: 5/14/2024 Time: 10:15:27 AM

Job: CREDIT CARD 02

Truck: TLV4895

CROSS ROADS UTILITIES  
4147 2026 6455 4027  
03/29  
186

Material: HG-D-MIX-R20  
HG-D-R20-64-22

Customer: CREDIT CARD

Job Totals:	1	Loads	
	3.97	Tons	3.60 Mg
*****			
*GROSS (1)	13.55	Tons	12.29 Mg*
*			*
*TARE	9.58	Tons	8.69 Mg*
*			*
*NET	3.97	Tons	3.60 Mg*
*****			

Comments:

PRICE \$ 349.36

TAX \$ 28.82

Weighmaster:

TOTAL \$ 378.18 (K) = Manual Weight  
(S) = Stored Weight

349.36 ÷ By 3 SOH'S

SO# 423229A  
SO# 423227A  
SO# 423230A

# Crossroads Utility Services

Inv # 10265-8  
BCycle JUNE 2024  
SvrOrd# 425364  
Page # 1

Invoice Date: 07/09/24      Department: SUB-OPER  
District: CITY OF ROLLINGWOOD  
Location: IN DISTRICT ROLLINGWOOD

Reported By:

Telephone Number:  
WATER DISTRIBUTION

Date Completed: 05/31/24

Description of Work Performed:  
MONTHLY SAMPLES

Description	Qty	Price	Amount
<b>Subcontract</b>			
AQUA TECH 71258	1.00	508.3000	508.30
<b>Subcontract</b>			<b>508.30</b>
<b>Service Order Total:</b>			<b>508.30</b>



635 Phil Gramm Blvd., Bryan TX 77807  
 P: (979)778-3707, F: (979)778-3193  
 email: [accounting@aquatechlabs.com](mailto:accounting@aquatechlabs.com)

# Invoice

Invoice Number: 71258  
 Invoice Date: 5/31/2024

Bill To:	Comments:
Crossroads Utility Service 2601 Forest Creek Dr. ROUND ROCK, TX 78665-1232	April 2024 Analysis Rollingwood

Customer ID	Customer PO	Payment Terms	Due Date	Discount
Crossroads Utility Service	*	NET 30 Days	6/30/2024	

Quantity	Item ID & Matrix	Description (see key below)	Unit Price	Amount
17	A Total Coliform DW	Total Coliform SM 9223 [NEL]	26.00	442.00

Location: A-Austin Laboratory Parameter (all others through Bryan Laboratory)  
 Matrix Codes: NP-Non Potable Water, DW-Drinking Water, SL-Solid  
 NEL-NELAC Accredited, SUB-Subcontracted, INF-Informational (not certified)  
 DWP-Accredited through the TCEQ DW Commercial Lab Approval Program  
 ANR-Accreditation Not Required

Total Invoice Amount	\$442.00
Payments/Credits Applied	\$0.00
<b>TOTAL</b>	<b>\$442.00</b>

Empty sample containers, which may contain site references, will be bagged and disposed via municipal waste collection.

*Go paperless! If you prefer to have your invoices e-mailed, please send a request to [accounting@aquatechlabs.com](mailto:accounting@aquatechlabs.com) and we will make the change for you.  
 Thank you for your business!*





# OPERATOR'S REPORT

## City of Rollingwood



July 17, 2024



## MEMORANDUM

To: Ms. Ashley Wayman, City Administrator, City of Rollingwood  
From: Ben Ingallina, Crossroads Utility Services LLC  
Subject: Monthly Report  
Date: 07/08/24

### Previous Directives

- *No directives*

### Current Operations Report

- I. **Utility Operations Report**
  - A. **Billing Report/ Water Accountability** – Please see enclosed water operations report
  - B. **Water System Operations and Maintenance** –
    - a. No items to report
  - C. **Wastewater Collection System Operations and Maintenance** – No items to report
  - D. **Lift Station Maintenance** – *See enclosed report*
- II. **Customer Service Issues** – No reported issues
- III. **Emergency Response Items** – No new items.
- IV. **Drought Contingency Plan / Watering Restrictions**
  - a. Lake Travis Level – 634.18– Current Storage 461,080 acre-feet (40.4% full) -0.6% down from last month.
  - b. The City of Austin is currently in Stage 2 watering restrictions – (Started August 15<sup>th</sup> 2023)

Lakes Travis and Buchanan, reservoir lakes for the area's water supply, are expected to drop below 900,000 acre-feet.

The City of Austin is currently in **Stage 2 Drought Water Use Restrictions**.

### Austin's Stage 2 water restrictions

The City of Austin is currently in **Stage 2 Drought Water Use Restrictions**.

- **Residential**
  - Hose-end Sprinklers - one day per week - midnight to 10 a.m. and/or 7 p.m. to midnight
    - Even address - Sunday
    - Odd address - Saturday
  - Automatic Irrigation - one day per week - midnight to 5 a.m. and/or 7 p.m. to midnight
    - Even address - Thursday
      - Odd address - Wednesday
- **Commercial / Multi-family**
  - Hose-end Sprinklers - one day per week - midnight to 10 a.m. and/or 7 p.m. to midnight
    - Even address - Tuesday
    - Odd address – Friday
  - Automatic Irrigation - one day per week - midnight to 5 a.m. and/or 7 p.m. to midnight
    - Even address - Tuesday
    - Odd address - Friday
- **Public Schools**
  - Hose-end Sprinklers - one day per week - midnight to 10 a.m. and/or 7 p.m. to midnight
    - All addresses - Monday
  - Automatic Irrigation - one day per week - midnight to 5 a.m. and/or 7 p.m. to midnight
    - All addresses - Monday
- **Wasting water** is prohibited.

- Washing vehicles at home is permitted with a bucket.
- Charity car washes prohibited.
- Fountains must recirculate water and those with a 4-inch emission or fall of water are prohibited.
- Fountains with a greater than 4-inch emission or fall of water are prohibited
- Restaurants may not serve water unless requested by a customer.
- Patio misters at commercial properties (*including restaurants and bars*) may only operate between 4 p.m. and midnight.
- **Commercial power/pressure washing equipment** must meet efficiency requirements.
- Golf courses using potable water can only irrigate fairways on their watering day; tees and greens can be watered every other day if Austin Water is notified.
- Irrigation of golf course fairways allowed between midnight and 5:00 a.m. or between 7:00 p.m. and midnight on designated outdoor water-use days only
- Irrigation of golf course greens or tees allowed every other day with notice to and approval by Austin Water only

**MEMORANDUM**

To: Ms. Ashley Wayman, City of Rollingwood  
From: Ben Ingallina, Crossroads Utility Services LLC  
Subject: Lift Station Report Detail  
Date: 07/09/24

Lift Station 1 – Dellana Ln.

- No issues.

Lift Station 2 – Hatley Dr.

- Found pump one to be non-operational. Sent facilities on site and the issue was the start capacitor for the pump. The issue is resolved and this facility is now back in normal operation.

Lift Station 3 – Almarion Way

- No issues.

Lift Station 4- Rockway Cv.

- No issues.

Lift Station 5 – Vale Dr.

- No issues.

Lift Station 6 – Pleasant Cv.

- No issues.

Lift Station 7 – Nixon Dr.

- No issues.

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: **June 2024**

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	0.316	16	0.458	Total
2	0.316	17	0.551	Monthly
3	0.415	18	0.476	Purchase: 14.545
4	0.520	19	0.477	
5	0.480	20	0.385	Average
6	0.512	21	0.386	Daily: 0.485
7	0.467	22	0.385	
8	0.467	23	0.385	Maximum
9	0.466	24	0.516	Daily: 0.678
10	0.484	25	0.639	
11	0.382	26	0.647	Minimum
12	0.520	27	0.678	Daily: 0.316
13	0.669	28	0.529	
14	0.457	29	0.528	
15	0.457	30	0.529	

DISTRIBUTION SYSTEM (DISINFECTANT RESIDUAL MONITORING)			
Minimum allowable disinfectant residual:	<u>0.5</u> mg/L	Percentage of the measurements below the limit this month:	
Total no. of measurements this month:	<u>31</u>	<input type="text" value="0%"/>	(1A)
No. of measurements below the limit:	<u>0</u>		
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: **June 2024**

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
Sat	1	47109	266.0	15658	50.0	316.0	0.316	2.1
Sun	2	47375	267.0	15708	49.0	316.0	0.316	2.5
Mon	3	47642	365.0	15757	50.0	415.0	0.415	2.2
Tue	4	48007	467.0	15807	53.0	520.0	0.520	2.3
Wed	5	48474	431.0	15860	49.0	480.0	0.480	2.1
Thu	6	48905	462.0	15909	50.0	512.0	0.512	2.2
Fri	7	49367	418.0	15959	49.0	467.0	0.467	2.3
Sat	8	49785	417.0	16008	50.0	467.0	0.467	1.7
Sun	9	50202	417.0	16058	49.0	466.0	0.466	2.1
Mon	10	50619	434.0	16107	50.0	484.0	0.484	2.3
Tue	11	51053	341.0	16157	41.0	382.0	0.382	2.3
Wed	12	51394	472.0	16198	48.0	520.0	0.520	2.2
Thu	13	51866	613.0	16246	56.0	669.0	0.669	2.1
Fri	14	52479	421.0	16302	36.0	457.0	0.457	2.3
Sat	15	52900	420.0	16338	37.0	457.0	0.457	2.3
Sun	16	53320	421.0	16375	37.0	458.0	0.458	2.3
Mon	17	53741	520.0	16412	31.0	551.0	0.551	2.2
Tue	18	54261	442.0	16443	34.0	476.0	0.476	2.3
Wed	19	54703	442.0	16477	35.0	477.0	0.477	2.5
Thu	20	55145	354.0	16512	31.0	385.0	0.385	2.6
Fri	21	55499	354.0	16543	32.0	386.0	0.386	2.3
Sat	22	55853	354.0	16575	31.0	385.0	0.385	2.2
Sun	23	56207	354.0	16606	31.0	385.0	0.385	2.0
Mon	24	56561	480.0	16637	36.0	516.0	0.516	2.2
Tue	25	57041	599.0	16673	40.0	639.0	0.639	2.2
Wed	26	57640	614.0	16713	33.0	647.0	0.647	2.3
Thu	27	58254	619.0	16746	43.0	662.0	0.678	2.3
Fri	28	58873	491.0	16789	46.0	537.0	0.553	2.4
Sat	29	59364	491.0	16835	45.0	536.0	0.552	2.0
Sun	30	59855	492.0	16880	45.0	537.0	0.529	2.1
Mon	1	60347		16925				
Total			13238.0		1267.0	14505.0	14.5	
Avg.			441.3		42.2	483.5	0.485	2.2
Max.			619.0		56.0	669.0	0.678	2.6
Min.			266.0		31.0	316.0	0.316	1.7

Operator: \_\_\_\_\_

MASTER METER REPORT

DISTRICT: **City of Rollingwood**

MONTH: **June 2024**

LOCATION: **Riley MM**

I.D. #: **2270016**

DAY	DATE	METER No S/N		METER No S/N		TOTAL FLOW TH GAL
		A	SIZE 6" TH GAL	B	SIZE 3" TH GAL	
Sat	1	3587	0.0	21516	0.0	0.0
Sun	2	3587	0.0	21516	0.0	0.0
Mon	3	3587	0.0	21516	0.0	0.0
Tue	4	3587	0.0	21516	0.0	0.0
Wed	5	3587	0.0	21516	0.0	0.0
Thu	6	3587	0.0	21516	0.0	0.0
Fri	7	3587	0.0	21516	0.0	0.0
Sat	8	3587	0.0	21516	0.0	0.0
Sun	9	3587	0.0	21516	0.0	0.0
Mon	10	3587	0.0	21516	0.0	0.0
Tue	11	3587	0.0	21516	0.0	0.0
Wed	12	3587	0.0	21516	0.0	0.0
Thu	13	3587	0.0	21516	0.0	0.0
Fri	14	3587	0.0	21516	0.0	0.0
Sat	15	3587	0.0	21516	0.0	0.0
Sun	16	3587	0.0	21516	0.0	0.0
Mon	17	3587	0.0	21516	0.0	0.0
Tue	18	3587	0.0	21516	0.0	0.0
Wed	19	3587	0.0	21516	0.0	0.0
Thu	20	3587	0.0	21516	0.0	0.0
Fri	21	3587	0.0	21516	0.0	0.0
Sat	22	3587	0.0	21516	0.0	0.0
Sun	23	3587	0.0	21516	0.0	0.0
Mon	24	3587	0.0	21516	0.0	0.0
Tue	25	3587	0.0	21516	0.0	0.0
Wed	26	3587	0.0	21516	0.0	0.0
Thu	27	3587	15.0	21516	1.0	16.0
Fri	28	3602	0.0	21517	0.0	0.0
Sat	29	3602	0.0	21517	0.0	0.0
Sun	30	3602	0.0	21517	0.0	0.0
Mon	1	3602		21517		
Total			15.0		1.0	16.0
Avg.			0.5		0.0	0.5
Max.			15.0		1.0	16.0
Min.			0.0		0.0	0.0

Operator: \_\_\_\_\_



MASTER METER REPORT

DISTRICT: **City of Rollingwood**

MONTH: **June 2024**

LOCATION: **Hatley MM**

I.D. #: **2270016**

DAY	DATE	METER	SIZE	METER	SIZE	TOTAL
		No S/n	6"	#151074A	3"	FLOW
		A	TH GAL	B	TH GAL	TH GAL
Sat	1	94	0.0	7516	0.0	0.0
Sun	2	94	0.0	7516	0.0	0.0
Mon	3	94	0.0	7516	0.0	0.0
Tue	4	94	0.0	7516	0.0	0.0
Wed	5	94	0.0	7516	0.0	0.0
Thu	6	94	0.0	7516	0.0	0.0
Fri	7	94	0.0	7516	0.0	0.0
Sat	8	94	0.0	7516	0.0	0.0
Sun	9	94	0.0	7516	0.0	0.0
Mon	10	94	0.0	7516	0.0	0.0
Tue	11	94	0.0	7516	0.0	0.0
Wed	12	94	0.0	7516	0.0	0.0
Thu	13	94	0.0	7516	0.0	0.0
Fri	14	94	0.0	7516	0.0	0.0
Sat	15	94	0.0	7516	0.0	0.0
Sun	16	94	0.0	7516	0.0	0.0
Mon	17	94	0.0	7516	0.0	0.0
Tue	18	94	0.0	7516	0.0	0.0
Wed	19	94	0.0	7516	0.0	0.0
Thu	20	94	0.0	7516	0.0	0.0
Fri	21	94	0.0	7516	0.0	0.0
Sat	22	94	0.0	7516	0.0	0.0
Sun	23	94	0.0	7516	0.0	0.0
Mon	24	94	0.0	7516	0.0	0.0
Tue	25	94	0.0	7516	0.0	0.0
Wed	26	94	0.0	7516	0.0	0.0
Thu	27	94	0.0	7516	0.0	0.0
Fri	28	94	0.0	7516	8.0	8.0
Sat	29	94	0.0	7524	8.0	8.0
Sun	30	94	0.0	7532	8.0	8.0
Mon	1	94		7540		
Total			0.0		24.0	24.0
Avg.			0.0		0.8	0.8
Max.			0.0		8.0	8.0
Min.			0.0		0.0	0.0

Operator: \_\_\_\_\_

City of Rollingwood  
Engineer’s Monthly Report  
November 30, 2023  
Page 2 of 5



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 July 17, 2024

Includes Activities and Services from May 25, 2024 to June 28, 2024

#### 1. Site Development Plans (Drainage) and RSDP Review

##### a. Drainage Plan Reviews

KFA Task No.	Project Address	Status	Date Returned
404	6 Timberline Ridge	Pool Review 1 – Comments Returned	6/11/24
415	4809 Timberline Dr	Tap Plan Review #1 – No comments	5/30/24
430	3012 Bee Cave	Review #2 – Comments Returned	6/6/24
438	4831 Timberline	Review #2 – Comments Returned	6/17/24
440	4811 Timberline	Review #3 – Comments Returned	6/17/24
441	3205 Pickwick	Review #2 – Comments Returned	6/18/24
442	5009 Timberline	Review #2 – Comments Returned	6/24/24

##### b. Residential Stormwater Discharge Permit (RSDP)

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

##### c. Drainage Plan Inspections

KFA Task No.	Project Address	Status	Date Returned
320	102 Riley Rd	Drainage Observation and As-built Review	05/30/24
346	503 Vale	Drainage Observation Addressed	07/18/24
371	402 Inwood Rd	Drainage Observation Observed	05/31/24
409	408 Wallis	Drainage Observation Observed	06/10/24
411	304 Almarion Dr	Drainage Observation As-built Observed	06/27/24

City of Rollingwood  
Engineer’s Monthly Report  
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**2. Zoning Reviews for Site Development Plans**

KFA Task No.	Project Address	Status	Date Returned
688	6 Timberline Drive	Pool Review #1 – Comments Returned	6/20/24
711	3012 Bee Cave	Review #2 – Comments Returned	6/10/24
719	4831 Timberline	Review #2 – Comments Returned	6/25/24
720	4811 Timberline	Pool Remodel #2 – Comments Returned	6/11/24
721	3205 Pickwick	Review #2 – Comments Returned	6/26/24
722	5009 Timberline	Review #2 – Comments Returned	7/2/24
723	203 Almarion	Review #1 – Comments Returned	7/9/24

**3. Plat Reviews**

KFA Task No.	Project Address	Status	Date Returned
857	404 Vale	Review Form Returned	6/11/24

**4. Right-of-Way Reviews**

KFA Task No.	Project Address	Status	Date Returned
956	Google Fiber Plans	Coordination Meeting	6/7/2024

City of Rollingwood  
 Engineer's Monthly Report  
 November 30, 2023  
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**5. 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.	Bidding 9/14/2023 as Alternate 1 with the Water Bond Bid Package.  A survey working on easement exhibit and metes and bounds is in progress.  Finalizing easement documents and negotiations.	Finalize agreements on proposed easements.  Advertised for bidding 9/14/2023.  Coordinate gas line relocations with Texas Gas.
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.	Bidding 9/14/2023 as Alternate 2 with the Water Bond Bid Package.  A survey working on easement exhibit and metes and bounds is in progress.  Landscape changes will be issued as an Addendum during bidding to capture the remaining design changes.	Finalize agreements on proposed easements.  Advertised for bidding 9/14/2023.  Coordinate gas line relocations with Texas Gas.
WA07 Water CIP Bond Program – Packages 1-4	Residents of Rollingwood approved Bond Proposition A, a \$5.3MM bond to fund improvements to the city's water system as identified in the city's Water Capital Improvements Plan (CIP).	Bidding 9/14/2023 with bid alternates with Hubbard/Hatley and Nixon/Pleasant.	Advertised for bidding 9/14/2023.

City of Rollingwood  
 Engineer's Monthly Report  
 November 30, 2023  
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**6. General Engineering Services**

<b>Task</b>	<b>Assignment Summary</b>	<b>Status</b>	<b>Next steps</b>
General	Coordination with City staff regarding on-going development review services, engineering services, monthly report preparation and attendance of meetings at City's request.	On-Going.  Bi-weekly meetings.  City timeline of recurring activities.	Regular recurring activities.
Development Services	Coordination with City staff regarding on-going development services, MyPermitNow Support, and meeting with staff and applicants as requested.	Building and development services and coordination with staff.  MyPermitNow (MPN) support and coordination with Development Services Manager.	Continued coordination and support.
Water/Wastewater System Modeling & Mapping Updates	Data gathering and review of water/wastewater system infrastructure mapping.  Develop/update wastewater and water system model updates to evaluate current and future system capacity needs.  Utilize model to plan for infrastructure repairs, upgrades, and future growth needs.	None.	Updating models as needed.
Water/Wastewater System	Coordination/support with Crossroads regarding infrastructure such as valves, pressure planes, and infrastructure.	None.	Continue coordination to support mapping and KFA modeling efforts.
GIS	KFA to send quarterly updates for the City GIS layers.	On-going  GIS exhibits and mapping updates as requested.	GIS exhibits and mapping updates as needed.
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.	Packet submitted on 01/11/2024.

City of Rollingwood  
Engineer's Monthly Report  
November 30, 2023  
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Task	Assignment Summary	Status	Next steps
City of Austin Atlas 14 Floodplain Update	The City of Austin has begun a five-year effort to update floodplain maps in the Austin area. The maps are being updated with Atlas 14 rainfall data.	KFA attended COA informational virtual public meeting over Zoom.  Eanes Creek likely to be restudied. It is likely to lead to a floodplain increase, which will impact properties along the creeks.	Continue to monitor progress

Regards,

K Friese + Associates, Inc.

# TRAVIS CENTRAL APPRAISAL DISTRICT

**BOARD OFFICERS**  
JAMES VALADEZ  
CHAIRPERSON  
DEBORAH CARTWRIGHT  
VICE CHAIRPERSON  
NICOLE CONLEY  
SECRETARY/TREASURER



LEANA MANN  
CHIEF APPRAISER

**BOARD MEMBERS**  
TOM BUCKLE  
DR. OSEZUA EHIYAMEN  
BRUCE ELFANT  
VIVEK KULKARNI  
JIE LI  
ELIZABETH MONTOYA  
BLANCA ZAMORA-GARCIA

CITY OF ROLLINGWOOD  
403 NIXON DRIVE  
ROLLINGWOOD, TX 78746

June 21, 2024

## 2025-2026 ADOPTED REAPPRAISAL PLAN

Appraisal districts are required by law to produce a reappraisal plan every other year. The plan describes our plan for reappraising property in Travis County over the next two years. The 2025-2026 reappraisal plan was adopted by the Board of Directors on June 13, 2024. A copy of the plan can be found at <https://traviscad.org/reappraisalplan>. As always, if you have any further questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Leana H. Mann".

Leana Mann  
Chief Appraiser  
Lmann@tcadcentral.org  
(512) 834-9317 ext. 405

# TRAVIS CENTRAL APPRAISAL DISTRICT

**BOARD OFFICERS**

JAMES VALADEZ  
CHAIRPERSON  
DEBORAH CARTWRIGHT  
VICE CHAIRPERSON  
NICOLE CONLEY  
SECRETARY/TREASURER



LEANA MANN  
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BRUCE ELFANT  
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JIE LI  
ELIZABETH MONTOYA  
BLANCA ZAMORA-GARCIA

June 19, 2024

CITY OF ROLLINGWOOD  
403 NIXON DRIVE  
ROLLINGWOOD, TX 78746

RE: Fiscal Year 2023 Annual Comprehensive Financial Report

I am pleased to report that the Travis Central Appraisal District received an unmodified or "clean" opinion from our auditors, Eide Bailly, LP. A copy of the annual comprehensive financial report can be viewed and downloaded from our website at [traviscad.org/2023acfr](http://traviscad.org/2023acfr) pursuant to Texas Property Tax Code, Section 6.063. If you have any questions about the annual financial report for the Travis Central Appraisal District, I am available by phone at (512) 834-9317 ext. 405 or by e-mail at [Lmann@tcadcentral.org](mailto:Lmann@tcadcentral.org).

Respectfully,

A handwritten signature in cursive script that reads "Leana H. Mann".

Leana H. Mann, RPA, CCA, CGFO  
Chief Appraiser  
Travis Central Appraisal District



# TRAVIS CENTRAL APPRAISAL DISTRICT

**BOARD OFFICERS**

JAMES VALADEZ  
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DEBORAH CARTWRIGHT  
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CITY OF ROLLINGWOOD  
ASHLEY WAYMAN, FINANCE/BUDGET CONTACT  
403 NIXON DRIVE  
ROLLINGWOOD, TX 78746

Jurisdiction: CITY OF ROLLINGWOOD - 11

Re: Certification of 2023 AND 2022 Appraisal Roll

I, Leana Mann, Chief Appraiser of the Travis Central Appraisal District hereby certify your 2023 and 2022 Appraisal Rolls subject to appeals pending before the Appraisal Review Board. (See attachment)

Sincerely,  
Leana Mann  
Chief Appraiser

*Leana H. Mann*

Enclosure

	CERTIFIED	UNDER REVIEW	TOTAL
<b>REAL PROPERTY &amp; MFT HOMES</b>	(Count) (611)	(Count) (0)	(Count) (611)
Land HS Value	824,955,550	0	824,955,550
Land NHS Value	130,565,748	0	130,565,748
Land Ag Market Value	0	0	0
Land Timber Market Value	0	0	0
Total Land Value	<b>955,521,298</b>	<b>0</b>	<b>955,521,298</b>
Improvement HS Value	901,020,544	0	901,020,544
Improvement NHS Value	282,484,280	0	282,484,280
Total Improvement	<b>1,183,504,824</b>	<b>0</b>	<b>1,183,504,824</b>
Market Value	<b>2,139,026,122</b>	<b>0</b>	<b>2,139,026,122</b>
<b>BUSINESS PERSONAL PROPERTY</b>	(335)	(0)	(335)
Market Value	<b>40,084,711</b>	<b>0</b>	<b>40,084,711</b>
<b>OIL &amp; GAS / MINERALS</b>	(0)	(0)	(0)
Market Value	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER (Intangibles)</b>	(0)	(0)	(0)
Market Value	<b>0</b>	<b>0</b>	<b>0</b>
	(Total Count) (946)	(Total Count) (0)	(Total Count) (946)
<b>TOTAL MARKET</b>	<b>2,179,110,833</b>	<b>0</b>	<b>2,179,110,833</b>
Ag Productivity	0	0	0
Ag Loss (-)	0	0	0
Timber Productivity	0	0	0
Timber Loss (-)	0	0	0
<b>APPRAISED VALUE</b>	<b>2,179,110,833</b>	<b>0</b>	<b>2,179,110,833</b>
	100.0%	0.0%	100.0%
HS CAP Limitation Value (-)	569,522,076	0	569,522,076
CB CAP Limitation Value (-)	0	0	0
<b>NET APPRAISED VALUE</b>	<b>1,609,588,757</b>	<b>0</b>	<b>1,609,588,757</b>
Total Exemption Amount	36,148,197	0	36,148,197
<b>NET TAXABLE</b>	<b>1,573,440,560</b>	<b>0</b>	<b>1,573,440,560</b>
<b>TAX LIMIT/FREEZE ADJUSTMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIMIT ADJ TAXABLE (I&amp;S)</b>	<b>1,573,440,560</b>	<b>0</b>	<b>1,573,440,560</b>
<b>CHAPTER 313 ADJUSTMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIMIT ADJ TAXABLE (M&amp;O)</b>	<b>1,573,440,560</b>	<b>0</b>	<b>1,573,440,560</b>

APPROX TOTAL LEVY = NET TAXABLE \* (TAX RATE / 100)  
 \$3,016,285.55 = 1,573,440,560 \* 0.191700 / 100)

# CITY OF ROLLINGWOOD

## Exemptions

EXEMPTIONS Exemption	CERTIFIED		UNDER REVIEW		TOTAL	
	Total	Count	Total	Count	Total	Count
<b>Homestead Exemptions</b>						
OV65-Local	429,000	145	0	0	429,000	145
OV65-State	0	0	0	0	0	0
OV65-Prorated	0	0	0	0	0	0
OV65S-Local	24,000	9	0	0	24,000	9
OV65S-State	0	0	0	0	0	0
OV65S-Prorated	0	0	0	0	0	0
DVHS	0	0	0	0	0	0
DVHS-Prorated	5,042,871	2	0	0	5,042,871	2
DVHSS	2,772,578	2	0	0	2,772,578	2
DVHSS-Prorated	0	0	0	0	0	0
<b>Subtotal for Homestead Exemptions</b>	<b>8,268,449</b>	<b>158</b>	<b>0</b>	<b>0</b>	<b>8,268,449</b>	<b>158</b>
<b>Disabled Veterans Exemptions</b>						
DV2	7,500	1	0	0	7,500	1
DV2S	7,500	1	0	0	7,500	1
DV3	10,000	1	0	0	10,000	1
DV4	12,000	2	0	0	12,000	2
<b>Subtotal for Disabled Veterans Exemptions</b>	<b>37,000</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>37,000</b>	<b>5</b>
<b>Special Exemptions</b>						
SO	566,685	20	0	0	566,685	20
<b>Subtotal for Special Exemptions</b>	<b>566,685</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>566,685</b>	<b>20</b>
<b>Absolute Exemptions</b>						
EX-XV	27,206,993	10	0	0	27,206,993	10
EX-XV-PRORATED	0	0	0	0	0	0
EX366	69,070	70	0	0	69,070	70
<b>Subtotal for Absolute Exemptions</b>	<b>27,276,063</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>27,276,063</b>	<b>80</b>
<b>Total:</b>	<b>36,148,197</b>	<b>263</b>	<b>0</b>	<b>0</b>	<b>36,148,197</b>	<b>263</b>

	CERTIFIED	UNDER REVIEW	TOTAL
<b>REAL PROPERTY &amp; MFT HOMES</b>	(Count) (612)	(Count) (0)	(Count) (612)
Land HS Value	826,893,835	0	826,893,835
Land NHS Value	129,054,498	0	129,054,498
Land Ag Market Value	0	0	0
Land Timber Market Value	0	0	0
Total Land Value	<b>955,948,333</b>	<b>0</b>	<b>955,948,333</b>
Improvement HS Value	718,343,639	0	718,343,639
Improvement NHS Value	299,512,148	0	299,512,148
Total Improvement	<b>1,017,855,787</b>	<b>0</b>	<b>1,017,855,787</b>
Market Value	<b>1,973,804,120</b>	<b>0</b>	<b>1,973,804,120</b>
<b>BUSINESS PERSONAL PROPERTY</b>	(337)	(0)	(337)
Market Value	<b>40,483,080</b>	<b>0</b>	<b>40,483,080</b>
<b>OIL &amp; GAS / MINERALS</b>	(0)	(0)	(0)
Market Value	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER (Intangibles)</b>	(0)	(0)	(0)
Market Value	<b>0</b>	<b>0</b>	<b>0</b>
	(Total Count) (949)	(Total Count) (0)	(Total Count) (949)
<b>TOTAL MARKET</b>	<b>2,014,287,200</b>	<b>0</b>	<b>2,014,287,200</b>
Ag Productivity	0	0	0
Ag Loss (-)	0	0	0
Timber Productivity	0	0	0
Timber Loss (-)	0	0	0
<b>APPRAISED VALUE</b>	<b>2,014,287,200</b>	<b>0</b>	<b>2,014,287,200</b>
	100.0%	0.0%	100.0%
HS CAP Limitation Value (-)	531,017,915	0	531,017,915
CB CAP Limitation Value (-)	0	0	0
<b>NET APPRAISED VALUE</b>	<b>1,483,269,285</b>	<b>0</b>	<b>1,483,269,285</b>
Total Exemption Amount	29,208,918	0	29,208,918
<b>NET TAXABLE</b>	<b>1,454,060,367</b>	<b>0</b>	<b>1,454,060,367</b>
<b>TAX LIMIT/FREEZE ADJUSTMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIMIT ADJ TAXABLE (I&amp;S)</b>	<b>1,454,060,367</b>	<b>0</b>	<b>1,454,060,367</b>
<b>CHAPTER 313 ADJUSTMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIMIT ADJ TAXABLE (M&amp;O)</b>	<b>1,454,060,367</b>	<b>0</b>	<b>1,454,060,367</b>

APPROX TOTAL LEVY = NET TAXABLE \* (TAX RATE / 100)  
 \$2,611,492.42 = 1,454,060,367 \* 0.179600 / 100)

# CITY OF ROLLINGWOOD

## Exemptions

EXEMPTIONS Exemption	CERTIFIED		UNDER REVIEW		TOTAL	
	Total	Count	Total	Count	Total	Count
<b>Homestead Exemptions</b>						
OV65-Local	435,032	146	0	0	435,032	146
OV65-State	0	0	0	0	0	0
OV65-Prorated	0	0	0	0	0	0
OV65S-Local	24,000	9	0	0	24,000	9
OV65S-State	0	0	0	0	0	0
OV65S-Prorated	0	0	0	0	0	0
DVHSS	1,399,405	1	0	0	1,399,405	1
DVHSS-Prorated	990,963	1	0	0	990,963	1
<b>Subtotal for Homestead Exemptions</b>	<b>2,849,400</b>	<b>157</b>	<b>0</b>	<b>0</b>	<b>2,849,400</b>	<b>157</b>
<b>Disabled Veterans Exemptions</b>						
DV2	7,500	1	0	0	7,500	1
DV2S	7,500	1	0	0	7,500	1
DV3	10,000	1	0	0	10,000	1
DV4	24,000	2	0	0	24,000	2
<b>Subtotal for Disabled Veterans Exemptions</b>	<b>49,000</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>49,000</b>	<b>5</b>
<b>Special Exemptions</b>						
SO	332,538	17	0	0	332,538	17
<b>Subtotal for Special Exemptions</b>	<b>332,538</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>332,538</b>	<b>17</b>
<b>Absolute Exemptions</b>						
EX-XV	25,898,261	10	0	0	25,898,261	10
EX-XV-PRORATED	0	0	0	0	0	0
EX366	79,719	83	0	0	79,719	83
<b>Subtotal for Absolute Exemptions</b>	<b>25,977,980</b>	<b>93</b>	<b>0</b>	<b>0</b>	<b>25,977,980</b>	<b>93</b>
<b>Total:</b>	<b>29,208,918</b>	<b>272</b>	<b>0</b>	<b>0</b>	<b>29,208,918</b>	<b>272</b>



July 1, 2024

The Honorable Mayor  
 and Members of the City Council:  
 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 the Central-Gulf service area, the following is the determination of the cost of gas to be used for billings in July 2024:

1. Cost of Purchased Gas @ 14.73 PSIA.....	\$4.6005
2. Cost of Purchased Gas @ 14.65 PSIA.....	\$4.5755
3. Purchase/Sales Ratio.....	1.0034
4. Commodity Cost (Line 2 x Line 3).....	\$4.5911
5. Surcharge or Refund Factor.....	\$0.0000
6. Reconciliation Factor.....	\$0.0000
7. Revenue-associated Fees and Taxes.....	\$0.0000
8. Subtotal (Line 4 + Line 5 + Line 6 + Line 7).....	\$4.5911
9. Customer Rate Relief Component.....	\$1.1000
10. Cost of Gas (Line 8 + Line 9).....	<u>\$5.6911 / Mcf</u>
	<u>\$0.5691 / Ccf</u>

Billings using the cost of gas as determined above will begin with meters read on and after June 26, 2024 and end with meters read on and after July 26, 2024.

Sincerely,

*Lisa Wattinger*

Lisa Wattinger, Manager  
Gas Supply



1301 South Mopac; Suite 400  
Austin, TX 78746-6918  
800-700-2443 • texasgasservice.com

June 24, 2024

The City Secretaries/Clerks of the following Texas cities:

Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

Dear City Secretary/Clerk:

Enclosed you will find a **copy of Texas Gas Service Company's Rate Schedules 10, 20, 30, 40, 48, C-1, CNG-1 and T-1** on file with the Railroad Commission of Texas. Pursuant to the Gas Reliability Infrastructure Program Interim Rate Adjustment filed February 9, 2024, the new schedules were **effective for meters read on and after May 24, 2024.**

No action is required on your part; however, this tariff is being provided to your city to comply with Section 102.151 of the Texas Utilities Code **that requires the filing of all rate schedules with the regulatory authority.**

If you have any questions concerning this filing, please contact me at via email at [erlinda.alvarado@onegas.com](mailto:erlinda.alvarado@onegas.com).

Sincerely,

Erlinda Alvarado  
Rates Coordinator  
Rates and Regulatory Affairs

**RESIDENTIAL SERVICE RATE**

**APPLICABILITY**

Applicable to a residential customer or builder in a single dwelling, or in a dwelling unit of a multiple dwelling or residential apartment, for domestic purposes. A residential consumer includes an individually-metered residential unit or dwelling that is operated by a public housing agency acting as an administrator of public housing programs under the direction of the U.S. Department of Housing and Urban Development and builders prior to sale or re-sale of a property for domestic purposes. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area which includes Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of Interim Rate Adjustments (IRA)	\$16.00 plus \$9.47 per month (Footnote 1)
Total Customer Charge	\$25.47 per month

All Ccf per monthly billing period @ \$0.32626 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Conservation Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Conservation Adjustment Clause, Rate Schedule CAC and Rate Schedule 1C, if applicable.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (Cities of Mustang Ridge)

Meters Read On and After  
May 24, 2024



**RESIDENTIAL SERVICE RATE  
(Continued)**

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

**CONDITIONS**

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$2.37 (Gas Utilities Case No. 00005813); 2021 IRA - \$1.99 (Gas Utilities Case No. 00008748); 2022 IRA - \$2.49 (Gas Utilities Case No. 00012592); 2023 IRA - \$2.62 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (Cities of Mustang  
Ridge)

Meters Read On and After  
May 24, 2024

**COMMERCIAL SERVICE RATE**

**APPLICABILITY**

Applicable to all commercial customers and to customers not otherwise specifically provided for under any other rate schedule. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area which includes Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of	\$53.33 plus
Interim Rate Adjustments (IRA)	<u>\$42.75 per month (Footnote 1)</u>
Total Customer Charge	\$96.08 per month

All Ccf per monthly billing period @ \$0.12679 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Conservation Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Conservation Adjustment Clause, Rate Schedule CAC and Rate Schedule 1C, if applicable.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**COMMERCIAL SERVICE RATE  
(Continued)**

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

**CONDITIONS**

Subject to all applicable laws and orders, and the Company’s rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$10.04 (Gas Utilities Case No. 00005813); 2021 IRA - \$9.07 (Gas Utilities Case No. 00008748); 2022 IRA - \$11.48 (Gas Utilities Case No. 00012592); 2023 IRA - \$12.16 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**INDUSTRIAL SERVICE RATE**

**APPLICABILITY**

Applicable to any qualifying industrial customer whose primary business activity at the location served is included in one of the following classifications of the Standard Industrial Classification Manual of the U.S. Government.

- Division B - Mining - all Major Groups
- Division D - Manufacturing - all Major Groups
- Divisions E and J - Utility and Government - facilities generating power for resale only

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area which includes Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of Interim Rate Adjustments (IRA)	\$320.96 plus <u>\$684.45 per month (Footnote 1)</u>
Total Customer Charge	\$1,005.41 per month

All Ccf per monthly billing period @ \$0.12707 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**INDUSTRIAL SERVICE RATE  
(Continued)**

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

**CONDITIONS**

Subject to all applicable laws and orders, and the Company’s rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$164.48 (Gas Utilities Case No. 00005813); 2021 IRA - \$137.93 (Gas Utilities Case No. 00008748); 2022 IRA - \$166.83 (Gas Utilities Case No. 00012592); 2023 IRA - \$215.21 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**PUBLIC AUTHORITY SERVICE RATE**

**APPLICABILITY**

Applicable to any qualifying public authority, public and parochial schools and colleges, and to all facilities operated by Governmental agencies not specifically provided for in other rate schedules or special contracts. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area which includes Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of	\$81.70 plus
Interim Rate Adjustments (IRA)	<u>\$79.00 per month (Footnote 1)</u>
Total Customer Charge	\$160.70 per month

All Ccf per monthly billing period @ \$0.12549 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**PUBLIC AUTHORITY SERVICE RATE  
(Continued)**

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

**CONDITIONS**

Subject to all applicable laws and orders, and the Company’s rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$19.58 (Gas Utilities Case No. 00005813); 2021 IRA - \$16.47 (Gas Utilities Case No. 00008748); 2022 IRA - \$20.74 (Gas Utilities Case No. 00012592); 2023 IRA - \$22.21 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**PUBLIC SCHOOLS SPACE HEATING SERVICE RATE**

**APPLICABILITY**

Applicable to public schools for space heating purposes. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area which includes, Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of Interim Rate Adjustments (IRA)	\$134.70 plus \$79.00 per month (Footnote 1)
Total Customer Charge	\$213.70 per month

All Ccf per monthly billing period @ \$0.10012 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Taxes: Plus applicable taxes and fees (including franchise fees) related to the above.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024



**PUBLIC SCHOOLS SPACE HEATING SERVICE RATE  
(Continued)**

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

**CONDITIONS**

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$19.58 (Gas Utilities Case No. 00005813); 2021 IRA - \$16.47 (Gas Utilities Case No. 00008748); 2022 IRA - \$20.74 (Gas Utilities Case No. 00012592); 2023 IRA - \$22.21 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**ELECTRICAL COGENERATION RATE**

**APPLICABILITY**

Service under this rate schedule is available to any customers of Texas Gas Service Company, a Division of ONE Gas, Inc., (the "Company") who use natural gas for the purpose of cogeneration or the use of fuel cell technology. Cogeneration is defined as the use of thermal energy to produce electricity with recapture of by-product heat in the form of steam, exhaust heat, etc. for industrial process use, space heating, food processing or other purposes.

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area, which includes, Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of Interim Rate Adjustments (IRA)	\$104.70 plus \$79.00 per month (Footnote 1)
Total Customer Charge	\$183.70 per month
For the First 5,000 Ccf/Month	\$0.07720 per Ccf
For the Next 35,000 Ccf/Month	\$0.06850 per Ccf
For the Next 60,000 Ccf/Month	\$0.05524 per Ccf
All Over 100,000 Ccf/Month	\$0.04016 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
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**ELECTRICAL COGENERATION RATE  
(Continued)**

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

**CONDITIONS**

Gas taken under this rate shall be used exclusively for the purpose of cogeneration and fuel cell technology as defined in the Applicability section of this rate schedule and not for other purposes. The gas taken under this rate will be separately metered.

This rate will not be available for standby use.

The curtailment priority of any customer served under this rate schedule shall be the same as the curtailment priority which would pertain if gas were used directly to provide energy for uses as defined and listed in the Company's curtailment plan.

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$19.58 (Gas Utilities Case No. 00005813); 2021 IRA - \$16.47 (Gas Utilities Case No. 00008748); 2022 IRA - \$20.74 (Gas Utilities Case No. 00012592); 2023 IRA - \$22.21 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**COMPRESSED NATURAL GAS SERVICE RATE**

**APPLICABILITY**

Applicable to any non-residential customer of Texas Gas Service Company, a Division of ONE Gas, Inc., (the "Company") for usage where customer purchases natural gas which will be compressed and used as a motor fuel. Service will be separately metered. This rate does not include compression by the Company beyond normal meter sales pressure.

**TERRITORY**

The incorporated areas of the Central-Gulf Service Area which includes Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

**COST OF SERVICE RATE**

During each monthly billing period:

A customer charge per meter per month of Interim Rate Adjustments (IRA)	\$192.63 plus \$620.08 per month (Footnote 1)
Total Customer Charge	\$812.71 per month
All Ccf per monthly billing period @	\$0.06684 per Ccf

**OTHER ADJUSTMENTS**

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except Mustang Ridge)  
January 15, 2024 (City of Mustang Ridge)

Meters Read On and After  
May 24, 2024

**COMPRESSED NATURAL GAS SERVICE RATE  
(Continued)****CONDITIONS**

Subject to all applicable laws and orders and the Company's rules and regulations on file with the regulatory authority.

The Company's Average Payment Plan, also known as the Average Bill Calculation Plan (ABC/APP Plan), is not available to customers served on this rate schedule.

This rate does not include any road use fees, permits, or taxes etc. It provides for the delivery of uncompressed natural gas only.

Customer must provide affidavit to the Company certifying that the gas delivered will be compressed for use as motor fuel.

Compressor station subject to inspection by Company engineers.

Footnote 1: 2020 IRA - \$133.74 (Gas Utilities Case No. 00005813); 2021 IRA - \$113.60 (Gas Utilities Case No. 00008748); 2022 IRA - \$143.83 (Gas Utilities Case No. 00012592); 2023 IRA - \$228.91 (Gas Utilities Case No. 00016275)

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
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Meters Read On and After  
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**TRANSPORTATION SERVICE RATE**

**APPLICABILITY**

Applicable to customers who have elected Transportation Service not otherwise specifically provided for under any other rate schedule.

Service under this rate schedule is available for the transportation of customer-owned natural gas through Texas Gas Service Company, a Division of ONE Gas, Inc.'s (the "Company") distribution system. The customer must arrange with its gas supplier to have the customer's gas delivered to one of the Company's existing delivery receipt points for transportation by the Company to the customer's facilities at the customer's delivery point. The receipt points shall be specified by the Company at its reasonable discretion, taking into consideration available capacity, operational constraints, and integrity of the distribution system.

**AVAILABILITY**

Natural gas service under this rate schedule is available to any individually metered, non-residential customer for the transportation of customer owned natural gas through the Company's Central-Gulf Service Area distribution system which includes the incorporated areas of Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Mustang Ridge, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas. Such service shall be provided at any point on the Company's System where adequate capacity and gas supply exists, or where such capacity and gas supply can be provided in accordance with the applicable rules and regulations and at a reasonable cost as determined by the Company in its sole opinion.

**COST OF SERVICE RATE**

During each monthly billing period, a customer charge per meter per month listed by customer class as follows:

Commercial	\$265.33 per month		
plus Interim Rate Adjustments	\$42.75 (Footnote 1)	Total Rate	\$308.08
Industrial	\$520.96 per month		
plus Interim Rate Adjustments	\$684.45 (Footnote 2)	Total Rate	\$1,205.41
Public Authority	\$104.70 per month		
plus Interim Rate Adjustments	\$79.00 (Footnote 3)	Total Rate	\$183.70
Public Schools Space Heat	\$234.70 per month		
plus Interim Rate Adjustments	\$79.00 (Footnote 4)	Total Rate	\$313.70
Compressed Natural Gas	\$217.63 per month		
plus Interim Rate Adjustments	\$620.08 (Footnote 5)	Total Rate	\$837.71
Electrical Cogeneration	\$104.70 per month		
plus Interim Rate Adjustments	\$79.00 (Footnote 6)	Total Rate	\$183.70

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
Mustang Ridge)  
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Meters Read On and After  
May 24, 2024

**TRANSPORTATION SERVICE RATE  
(Continued)**

Plus – All Ccf per monthly billing period listed by customer class as follows:

Commercial	\$0.12679 per Ccf
Industrial	\$0.12707 per Ccf
Public Authority	\$0.12549 per Ccf
Public Schools Space Heat	\$0.10012 per Ccf
Compressed Natural Gas	\$0.06684 per Ccf
Electrical Cogeneration	
For the First 5,000Ccf/month	\$0.07720 per Ccf
For the Next 35,000 Ccf/month	\$0.06850 per Ccf
For the Next 60,000 Ccf/month	\$0.05524 per Ccf
All Over 100,000 Ccf/month	\$0.04016 per Ccf

**ADDITIONAL CHARGES**

- 1) A charge will be made each month to recover the cost of taxes paid to the State of Texas pursuant to Texas Utilities Code, Chapter 122 as such may be amended from time to time which are attributable to the transportation service performed hereunder.
- 2) A charge will be made each month to recover the cost of any applicable franchise fees paid to the cities.
- 3) In the event the Company incurs a demand or reservation charge from its gas supplier(s) or transportation providers in the incorporated areas of the Central-Gulf Service Area, the customer may be charged its proportionate share of the demand or reservation charge based on benefit received by the customer.
- 4) The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.
- 5) The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.
- 6) The billing of commercial transportation shall reflect adjustments in accordance with the provisions of the Conservation Adjustment Clause, Rate Schedule CAC and Rate Schedule 1C, if applicable.
- 7) The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.
- 8) The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Supersedes Rate Schedule Dated  
May 25, 2023 (CGSA Cities except  
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Meters Read On and After  
May 24, 2024

**TRANSPORTATION SERVICE RATE  
(Continued)**

**SUBJECT TO**

- 1) Tariff T-TERMS, General Terms and Conditions for Transportation.
- 2) Transportation of natural gas hereunder may be interrupted or curtailed at the discretion of the Company in case of shortage or threatened shortage of gas supply from any cause whatsoever, to conserve gas for residential and other higher priority customers served. The curtailment priority of any customer served under this schedule shall be the same as the curtailment priority established for other customers served pursuant to the Company’s rate schedule which would otherwise be available to such customer.
- 3) Subject to all applicable laws and orders, and the Company’s rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$10.04 (Gas Utilities Case No. 00005813); 2021 IRA - \$9.07 (Gas Utilities Case No. 00008748); 2022 IRA - \$11.48 (Gas Utilities Case No. 00012592); 2023 IRA - \$12.16 (Gas Utilities Case No. 00016275)

Footnote 2: 2020 IRA - \$164.48 (Gas Utilities Case No. 00005813); 2021 IRA - \$137.93 (Gas Utilities Case No. 00008748); 2022 IRA - \$166.83 (Gas Utilities Case No. 00012592); 2023 IRA - \$215.21 (Gas Utilities Case No. 00016275)

Footnote 3: 2020 IRA - \$19.58 (Gas Utilities Case No. 00005813); 2021 IRA - \$16.47 (Gas Utilities Case No. 00008748); 2022 IRA - \$20.74 (Gas Utilities Case No. 00012592); 2023 IRA - \$22.21 (Gas Utilities Case No. 00016275)

Footnote 4: 2020 IRA - \$19.58 (Gas Utilities Case No. 00005813); 2021 IRA - \$16.47 (Gas Utilities Case No. 00008748); 2022 IRA - \$20.74 (Gas Utilities Case No. 00012592); 2023 IRA - \$22.21 (Gas Utilities Case No. 00016275)

Footnote 5: 2020 IRA - \$133.74 (Gas Utilities Case No. 00005813); 2021 IRA - \$113.60 (Gas Utilities Case No. 00008748); 2022 IRA - \$143.83 (Gas Utilities Case No. 00012592); 2023 IRA - \$228.91 (Gas Utilities Case No. 00016275)

Footnote 6: 2020 IRA - \$19.58 (Gas Utilities Case No. 00005813); 2021 IRA - \$16.47 (Gas Utilities Case No. 00008748); 2022 IRA - \$20.74 (Gas Utilities Case No. 00012592); 2023 IRA - \$22.21 (Gas Utilities Case No. 00016275)

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