



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, April 06, 2021

On Tuesday, April 6, 2021 at Utility Commission meeting, the Utility Commission of the City of Rollingwood, Texas held a regular meeting, open to the public, via video conference and telephone in accordance with an order of the Office of the Governor issued March 16, 2020. The public was able to watch this meeting live and had the opportunity to comment via audio devices with the following meeting login information:

Link: <https://us02web.zoom.us/j/81650820566?pwd=TXpBSzFEZzZlCQzZnYjNuVTVhclld3dz09>

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

Meeting ID: 816 5082 0566

Passcode: 2021

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

CALL UTILITY COMMISSION MEETING TO ORDER

1. Roll Call

Chair Jonathan Miller called the meeting to order at 5:03 p.m.

Present Members: Chair Jonathan Miller, Clark Wilson, Christopher Meakin, Sam Attal, Ronald Hasso, and Phil Dixon.

Also Present: City Administrator Amber Lewis, Assistant City Administrator Ashley Wayman, and Utility Billing Manager Sharon Davis.

PUBLIC COMMENTS

Citizens wishing to address the Utility Commission 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 Utility Commission is restricted from discussing or taking action on items not listed on the agenda.

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

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Utility Commission and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Board 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.

2. Discussion and possible action on the minutes from the March 3, 2021 Utility Commission Meeting.

Clark Wilson motioned to approve the consent agenda. Chris Meakin seconded the motion.

- **Chair Jonathan Miller – Yes**
- **Clark Wilson – Yes**
- **Christopher Meakin – Yes**
- **Ronald Hasso – Yes**
- **Sam Attal – Yes**

The motion passed 5-0.

REGULAR AGENDA

3. Update and discussion on a report of the financial impact of the utility bill relief program due to the February 2021 winter weather event.

Utility Billing Manager Sharon Davis discussed the financial impact of the utility bill relief program.

The Commission discussed this report and requested information regarding the financial impact of the storm on the city.

4. Discussion and possible action to evaluate and draft a policy that requires new residential water meters installed at the request of the property owner be digital meters paid for by the property owner.

Phil Dixon joined the meeting during this item.

City Administrator Amber Lewis explained that this item came as a request of the City Council, discussed the city's relationship with AWR, that the city is in the process of moving to Incode utility billing software, and that the city could still use the Badger meters if the city no longer works with AWR. She also discussed the price quote for the electronic meters.

The Commission discussed how these amounts would be billed, information the policy would include, and the savings that the city would see with electronic meters.

City Administrator Amber Lewis stated that staff could have a draft policy at the next meeting that would include feedback received from the Commission and Council Member Sara Hutson on the intent of this item.

The Commission discussed the plan for the city switching over from the current meters to electronic meters.

Jonathan Miller discussed beginning to formulate a policy while ultimately holding off on the transition so that more information about the provider of electronic meters was available.

ADJOURNMENT OF MEETING

The meeting was adjourned at 5:37 p.m.

Minutes Adopted on the _____ day of _____, 2021.

Jonathan Miller, Chair

ATTEST:

Ashley Wayman, City Secretary