



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, March 04, 2025

The Utility Commission 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 March 4, 2025. Members of the public and the Utility Commission were able to participate in the meeting virtually, as long as a quorum of the Utility Commission 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 UTILITY COMMISSION MEETING TO ORDER

1. Roll Call

Chair Jonathan Miller called the meeting to order at 5:01 p.m.

Present Members: Chair Jonathan Miller, Elizabeth Bray, Chris Kirksey, Christopher Meakin, Walter Roloson, and Clark Wilson

Also Present: City Administrator Alun Thomas, Interim City Secretary Makayla Rodriguez, and Utility Billing Manager Veroncia Hernandez

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the December 3, 2025 Utility Commission meeting

Chris Kirksey moved to approval of the meeting minutes. Clark Wilson seconded the motion carried with 6 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action to elect a Chair of the Utility Commission

Clark Wilson nominated Jonathan Miller as Chair of the Utility Commission. Chris Kirksey seconded the motion. The motion carried with 5 in favor and 1 abstention (Miller).

4. Update, discussion and possible action regarding a policy for grinder pump maintenance and replacement

Interim City Secretary Makayla Rodriguez stated that City Council instructed staff to send information regarding the possibility of imposing a \$20 monthly fee for homeowners with grinder pumps for maintenance and upkeep through the January utility bills. Council Member Phil McDuffee and Ms. Rodriguez explained that they received feedback in opposition of the monthly fee.

Council Member Phil McDuffee discussed the next steps.

Members of the Utility Commission discussed and asked questions regarding grinder pumps, maintenance, and possible solutions.

5. Discussion and possible action regarding updates to the Utility Bill Appeals policy

Interim City Secretary Makayla Rodriguez stated that the Utility Commission requested City staff to bring back the item for discussion after a six month period to allow more residents to enroll in the EyeOnWater customer portal. She shared information regarding the number of residents that enrolled in the EyeOnWater customer portal as well as leak adjustments received within the period.

Members of the Utility Commission and Utility Billing Manager Veronica Hernandez discussed leak adjustments received, residential water usage, and leak alerts. Elizabeth Bray shared information regarding her experience with leak adjustments on the EyeOnWater customer portal.

Elizabeth Bray moved to amend the leak adjustment process to require that in order to be eligible for a leak adjustment, one must be registered and signed up for EyeOnWater and enrolled in a leak alert. Clark Wilson seconded the motion.

Chair Jonathan Miller asked if City staff could confirm if residents were enrolled in leak alerts. Utility Billing Manager Veronica confirmed that the EyeOnWater Customer Porter has the capability to confirm enrollment in leak alerts.

The motion carried with 6 in favor and 0 against.

The Utility Commission and interim City Secretary Makayla Rodriguez discussed an AT&T outage that occurred in Rollingwood.

ADJOURNMENT OF MEETING

The meeting was adjourned at 5:38 p.m.

Minutes adopted on the _____ day of _____, 2025.

Jonathan Miller, Chair

ATTEST:

Makayla Rodriguez, City Secretary