



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, October 01, 2019

The Utility Commission of the City of Rollingwood, Texas met in a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on October 01, 2019 at 7:00 p.m.

Utility Commission Chair William Teten called the meeting to order at 7:07 p.m.

CALL UTILITY COMMISSION MEETING TO ORDER

1. Roll Call

Present Members: Chairperson William Teten, Clark Wilson, Jonathan Miller and Christopher Meakin

Also Present: City Council Member Sara Hutson, City Administrator Amber Lewis, Public Works Director Jackie Bob Wright and City Secretary Ashley Wayman.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the September 3, 2019 meeting.

Christopher Meakin motioned to approve the minutes from the September 3, 2019 meeting. Clark Wilson seconded the motion. The motion passed 4-0.

REGULAR AGENDA

3. Discussion and possible action on a recommendation to the City Council regarding the selection of a utility rate consultant.

The Utility Commission discussed the three proposals from utility rate consultants and City Administrator Amber Lewis gave the highlights of the three proposals that were received.

Council Member Sara Hutson stated that because there was no RFP sent out for this project the three proposals really could not be compared.

The Commission explored the possibility of issuing an RFP for this project, the amount of staff time it would take to issue a RFP, and the overall timeline of the project if an RFP is issued.

Jonathan Miller motioned to issue an RFP for the selection of a consultant for the wastewater rate. Christopher Meakin seconded the motion. The motion passed 4-0.

DEPARTMENT REPORTS

4. Meter Report on 3 Pleasant Cove.

Public Works Director Jackie Bob Wright gave a meter report for 3 Pleasant Cove.

5. Financials as of August 31, 2019

City Administrator Amber Lewis gave the financial report for the water, drainage and wastewater funds.

Public Works Director Jackie Bob Wright spoke to the significant repairs that have had to be made to the wastewater system.

City Council Member Sara Hutson spoke about an email from John Hinton with questions about the water fund. City Administrator Amber Lewis stated that she had been in contact with him and would reach out again relaying what was discussed at this meeting.

The Commission tentatively set the next meeting for November 19th at 7:00 p.m. as the Commission's regular meeting day, November 5th, is Election Day.

ADJOURNMENT OF MEETING

Chairperson William Teten called for adjournment at 7:38 p.m. Clark Wilson motioned to adjourn the meeting. Christopher Meakin seconded the motion. The motion passed 4-0.

Minutes Adopted on the _____ day of _____, 2019.

William Teten, Chair

ATTEST:

Ashley Wayman, City Secretary