



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, November 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 November 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 5:32 p.m.

Present Members: Chair Jonathan Miller, Sam Attal, Elizabeth Bray, Chris Kirksey, Walt Roloson, and Clark Wilson

Also Present: City Secretary Makayla Rodriguez, Development Services Manager Nikki Stautzenberger, Utility Billing Manager Veronica Hernandez, and Council Member Phil McDuffee

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the October 7, 2025 Utility Commission meeting

Clark Wilson moved to approve the meeting minutes. Walt Roloson seconded the motion. The motion carried with 6 in favor and 0 against.

REGULAR AGENDA

3. Discussion regarding intent to continue to serve on the Utility Commission

City Secretary Makayla Rodriguez discussed the members whose term will expire in December 2025.

4. Discussion of 2024 Consumer Confidence Report as prepared by Crossroads Utility Services

Ben Ingallina of Crossroads Utility Services gave an overview of the annual Water Quality Report.

Members of the Utility Commission and Mr. Ingallina discussed and asked questions regarding TCEQ standards, lead and copper testing procedures, trihalomethane and haloacetic acid levels, nitrate levels, and how water samples are selected. The Commission thanked Ben Ingallina for his presentation.

5. Discussion and possible action on a utility bill appeal for 104 Kristi Drive

Utility Billing Manager Veronica Hernandez discussed additional attachments that were submitted regarding the utility appeal by staff and Mr. Van Winkle.

Chair Jonathan Miller discussed the details of the appeal and stated that City contractors completed work on Kristi Drive on November 20, 2024, and that the leak began on December 20, 2024. Members of the Utility Commission asked questions regarding the timeline of the leak, water loss, and submitted documents from the previous meeting.

Clark Wilson moved to recommend to City Council to provide full relief to Mr. Van Winkle based on the reasonable evidence that the contractor damaged his pipe, he found it a few weeks later, and that he is not responsible for damage and therefore the loss of water. Walt Roloson seconded the motion.

Chris Kirksey mentioned that there was freezing weather on December 2024 that could have caused a pipe to burst.

The motion carried with 6 in favor and 0 against.

6. Discussion and update regarding Water CIP Bond Program Packages 1-4

Development Services Manager Nikki Stautzenberger stated that City contractors are nearing completion of the Water CIP improvements and that street paving will begin once the contractors finish their work.

Elizabeth Bray and Ms. Stautzenberger discussed issues with distributed door hangers, CIP website updates, and the street paving process and timeline.

7. Discussion on possible improvements to cellular service

Development Services Manager Nikki Stautzenberger stated that staff has reached out to AMSTAR Inc. and are waiting to hear back.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:28 p.m.

Minutes adopted on the _____ day of _____, 2025.

Jonathan Miller, Chair

ATTEST:

Makayla Rodriguez, City Secretary