



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, February 01, 2022

The Utility Commission of the City of Rollingwood, Texas held a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Tuesday, February 1, 2022 at 7:00 p.m. Members of the public and the Commission were permitted to participate in the meeting virtually, as long as a quorum of the Commission and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to 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

A video recording of the meeting was made and was posted to the City's website and is 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 7:01 p.m.

Present Members: Chair Jonathan Miller, Chris Kirksey, Clark Wilson, Ronald Hasso and Chris Meakin. Elizabeth Bray was in attendance virtually.

Also Present: Interim City Administrator Ashley Wayman, and Utility Billing Manager Sharon Davis.

PUBLIC COMMENTS

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 November 15, 2021 Utility Commission meeting

Clark Wilson moved to approve the consent agenda. Christopher Meakin seconded the motion. The motion passed 6-0.

REGULAR AGENDA

3. Welcome new Utility Commission Members: Elizabeth Bray and Chris Kirksey

Chair Jonathan Miller welcomed new members Elizabeth Bray and Chris Kirksey to the Utility Commission.

Chair Jonathan Miller called up item 8 at this time.

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

Interim City Administrator Ashley Wayman discussed that a Chair is to be elected yearly in January, and this was on this agenda because the January meeting was canceled.

Clark Wilson moved to nominate Jonathan Miller as Chair. Chris Kirksey seconded the motion. The motion passed 5-0 with one abstention.

5. End of year recap of Utility Commission items and discussions from 2021

Chair Jonathan Miller discussed that the items that the Utility Commission had worked on in the past year were mostly ongoing and called up item 6 to be discussed.

6. Update and discussion regarding ongoing projects, including Cellular Service issues in Rollingwood, the Commercial LUE Assignment Study, digital water meters, and the Water Capital Improvements Plan

The Utility Commission and Interim City Administrator Ashley Wayman discussed the status of past and ongoing projects including electronic water meters, the wastewater rate and commercial LUE studies, cellular service issues, the water Capital Improvements Plan, the mapping of the city's water lines, the conversion to in-house billing, and the lift station automation and power generation projects.

7. Discussion regarding future items and topics to be addressed by the Utility Commission

Chair Jonathan Miller discussed that anyone on the Commission was welcome to bring up ideas for things that they would like the Commission to focus on.

Elizabeth Bray discussed the water pressure issues she had been experiencing, the changes that have been made to the city's water pressures and the individual pressure relief valves that some residents have on their property.

Interim City Administrator Ashley Wayman discussed that the city is striving to be more proactive in communications. She also discussed the work that has been done between the city and the city engineers to address the high pressures that were the likely cause of many water line breaks and that they are still working on investigating some low-pressure complaints.

Elizabeth Bray discussed concerns across the city with trees on power lines.

The Utility Commission discussed the work that has been done in this area and that Austin Energy is currently trimming trees in the community.

Christopher Meakin asked for an update on the fire hydrant testing and replacement project and Interim City Administrator Ashley discussed that all had been tested and that the city was systematically working on replacing those that need to be replaced.

Chris Kirksey asked whether there were discussions had about what areas need to be considered critical after the last storm event and Interim City Administrator Ashley Wayman discussed the information discussed to date and that she would look into this.

8. Update and discussion regarding the City's Hybrid Meeting Policy

Interim City Administrator Ashley Wayman discussed the City's Hybrid Meeting Policy.

Chair Jonathan Miller called up item 4 at this time.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:43 p.m.

Minutes Adopted on the 8th day of March, 2022.

Jonathan Miller, Chair

ATTEST:

Ashley Wayman, Interim City Administrator