



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Monday, September 18, 2023

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 Monday, September 18, 2023 at 5:30 PM. Members of the public and the Utility Commission were able to participate in the meeting virtually, as long as 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: Chris Kirksey, Clark Wilson, Chair Jonathan Miller, Walt Roloson, Christopher Meakin, and Elizabeth Bray.

Also Present: City Administrator Ashley Wayman, Council Member Phil McDuffee, Utility Billing Manager Veronica Hernandez, Assistant to the City Administrator Makayla Rodriguez, and Public Works Director Izzy Parra (virtually).

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes of the May 2, 2023 Utility Commission meeting

Clark Wilson moved to approve the minutes. Elizabeth Bray seconded the motion. The motion carried with 6 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action on utility appeal for 4828 Timberline Drive

Utility Billing Manager Veronica Hernandez discussed high water consumption for 4828 Timberline Drive and staff meter testing.

Lacey Jobe, 4828 Timberline Drive, discussed the servicing of her sprinklers, the lack of water leaks, and how the usage went back to normal the following month.

Chair Jonathan Miller discussed what the Utility Commission is able to do through policy including guidelines for remedies and timing.

The Commission asked questions of the resident and Utility Billing Manager Veronica Hernandez.

City Administrator Ashley Wayman explained the policy for meter testing and requirements for proof of a leak.

The Utility Commission asked for and Utility Billing Manager Veronica Hernandez provided a potential adjustment amount.

The Commission discussed past requests for adjustments and consistent handling of adjustments.

The Utility Commission considered waiting to review the next 2 months usage in order to understand whatever leaks may have been resolved before any adjustments would be considered.

Christopher Meakin moved to require an additional 2 months of water usage which would then bring us to the November meeting to review August and September usage information to determine usage has normalized in consideration of a price adjustment. Walt Roloson seconded the motion. The motion carried with 6 in favor and 0 against.

4. Discussion and possible action on utility appeal for 4830 Timberline Drive

Ryan Ford, 4830 Timberline Drive, discussed typical water consumption at 4830 Timberline Drive. He lives next door to 4828 Timberline Drive. There was no physical indication of water leakage. Mr. Ford had a company come out to verify that there was no leak in the pool and irrigation system. The consumption for June was at least 3 times the normal consumption for them.

Utility Billing Manager Veronica Hernandez discussed the water consumption for the following months and verified the 5-gallon meter test.

Mr. Ford stated that he is only appealing for the month of June. Members of the Commission provided tips for detecting leaks to Mr. Ford.

Chair Jonathan Miller moved to pause, get 2 more months of data, and review in November if we see consistent usage then it would be reconsidered for a price

adjustment. Clark Wilson seconded the motion. The motion carried with 6 in favor and 0 against.

5. Discussion and possible action on utility appeal for 4824 Rollingwood Drive

Utility Billing Manager Veronica Hernandez discussed the history of this property from 2021 and 2022.

Julie Shah, 4824 Rollingwood Drive, claimed extraordinary circumstances so that she could have an extension of time periods and provided context. She described irrigation system leaks and a water softener leak that have been fixed as well as a pool leak that has not been fixed.

The Commission discussed multiple issues explaining the water usage and asked questions of Ms. Shah.

The Utility Commission discussed their options and ways to obtain an accurate consumption history.

Chair Jonathan Miller tabled this item until the next meeting for some additional information regarding the timeline for the leaks that were addressed.

City Administrator Ashley Wayman discussed staff bringing back information from the resident.

6. Discussion and possible action on a presentation from Ameresco regarding meter replacements and automated metering infrastructure

City Administrator Ashley Wayman introduced Deval Allums from Ameresco. The City Council has seen this presentation and requested that it be presented to the Utility Commission.

Ms. Allums discussed her company and provided a presentation on meter replacements and automated metering infrastructure. The presentation included current challenges, water meter technology history, advanced metering infrastructure, and the goal of enhancing customer experience. She presented a solution for procurement and implementation including the processes with Local Government Code 302 and Co-Op selection, project deliverables, the development process for meters/AMI, a review of data analysis, a field survey/meter audit, and Ameresco experience in AMI/AMR with other cities in Texas.

The Utility Commission asked questions throughout the presentation and asked Council Member Phil McDuffee what City Council would like from the Commission.

City Administrator Ashley Wayman explained why staff would like the data for a rate study and for the guarantee. She explained that staff does not have a preference for procurement and answered questions from the Commission regarding the number of electronic meters currently in the ground in the City.

The Commission asked about cost per meter and ongoing costs. Elizabeth Bray asked how these costs will be covered. City Administrator Ashley Wayman and Ms. Allums explained options for how the City could finance this project.

The Utility Commission discussed the two pathways for procurement.

Clark Wilson moved to recommend to the Council to go with the direct proposal option versus the Government 302 option. Christopher Meakin seconded the motion. The motion carried with 5 in favor, 0 against and 1 abstention (Bray).

Elizabeth Bray requested an update on the Google Fiber installation, an update on the Water Improvement Project, and discussion of the annual Water Report at the next meeting.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:15 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Jonathan Miller, Chair

ATTEST:

Desiree Adair, City Secretary