



CITY OF ROLLINGWOOD UTILITY COMMISSION MINUTES

Tuesday, January 06, 2026

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 January 6, 2026. 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 5:30 p.m.

Present Members: Chair Jonathan Miller, Chris Kirksey, Christopher Meakin, and Clark Wilson

Also Present: City Administrator Alun Thomas, City Secretary Makayla Rodriguez, Assistant to the City Administrator Lindsay Saenz, 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 December 2, 2025 Utility Commission meeting

Clark Wilson moved to approve the meeting minutes. Chris Kirksey seconded the motion. The motion carried with 4 in favor, 0 against, and 1 abstention (Meakin).

REGULAR AGENDA

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

Members of the Utility Commission spoke in support of Jonathan Miller continuing as Chair.

Clark Wilson moved to nominate Jonathan Miller as Chair of the Utility Commission. Chris Kirksey seconded the motion. The motion carried with 3 in favor, 0 against, and 1 abstention (Miller).

4. Discussion and possible action regarding the commissioning of a rate study for the City of Rollingwood's water utility system

City Administrator Alun Thomas explained that it has been a couple of years since the last rate study and that staff prepared a draft request for proposals, which City Council requested the Utility Commission to review.

The Utility Commission and City Administrator Alun Thomas discussed details of the request for proposal process and next steps. Chair Jonathan Miller requested that the water revenue report be added for future meetings.

Chair Jonathan Miller moved to move forward with a rate study as outlined in the packet which includes the process around receiving a request for proposals. Chris Meakin seconded the motion. The motion carried with 4 in favor and 0 against.

Council Member Phil McDuffee stated that there is sufficient data to move forward with the rate study and that Utility Billing Manager Veronica Hernandez has been proactive about notifying residents of leaks.

5. Discussion on possible improvements to cellular service

Assistant to the City Administrator Lindsay Saenz stated that City staff met with the Toro Blanco Group and will soon meet again to gauge interest in providing additional services to Rollingwood.

Members of the Utility Commission discussed service providers, equipment used for service, and possible associated costs.

Chair Jonathan Miller moved back to item 4.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:44 p.m.

Minutes adopted on the 2nd day of June, 2026.

Jonathan Miller, Chair

ATTEST:

Alun Thomas, City Administrator