



DRIPPING SPRINGS  
Texas

# UTILITY COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Wednesday, November 09, 2022 at 4:00 PM

---

## Agenda

### CALL TO ORDER

#### Commission Members

Charlie Busbey, Chair

Lara Dudek

Roger Kew

Mark Miller

Matthew Ordway

#### Staff, Consultants & Appointed/Elected Officials

Public Works Director Aaron Reed

### PRESENTATION OF CITIZENS

*A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.*

### MINUTES

- 1. Discuss and consider approval of the September 14, 2022, Utility Commission regular meeting minutes.**

### BUSINESS

- 2. Update and discussion regarding Water and Wastewater facility activities.**
- 3. Discuss and consider approval of the 2023 Utility Commission meeting calendar.**

## **EXECUTIVE SESSION**

*The Utility Commission for the City of Dripping Springs has the right to meet in executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with City Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Utility Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

## **UPCOMING MEETINGS**

### **Utility Commission Meetings**

December 14, 2022, at 4:00 p.m.

### **City Council Meetings**

November 15, 2022, at 6:00 p.m.

December 6, 2022, at 6:00 p.m.

December 20, 2022, at 6:00 p.m.

## **ADJOURN**

## **TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING**

*All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes. Annotated. In addition, the Commission may consider a vote to excuse the absence of any Commissioner for absence from this meeting.*

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, [www.cityofdrippingsprings.com](http://www.cityofdrippingsprings.com), on **November 4, 2022, at 10:30 a.m.***

---

City Secretary

*This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.*



**UTILITY COMMISSION REGULAR  
MEETING**  
**City of Dripping Springs**  
**Council Chambers, 511 Mercer St, Dripping Springs, TX**  
**Wednesday, September 14, 2022 at 4:00 PM**

**MINUTES**

**CALL TO ORDER**

With a quorum of the Utility Commission present, Chair Busbey called the meeting to order at 4:01 p.m.

**Commission Members present were:**

Charlie Busbey, Interim Chair  
Lara Dudek  
Roger Kew  
Matthew Ordway (arrived at 4:28 p.m.)

**Commission Members absent were:**

Jeff Foreman

**Staff, Consultants & Appointed/Elected Officials present were:**

Public Works Director Aaron Reed

**PRESENTATION OF CITIZENS**

*A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.*

Charlie Flatten spoke regarding drought conditions and thanked the Mayor for his conservation efforts in the city.

## MINUTES

1. **Discuss and consider approval of the August 10, 2022, Utility Commission regular meeting minutes.**

A motion was made by Commissioner Kew to approve the August 10, 2022, Utility Commission regular meeting minutes. Commissioner Dudek seconded the motion which carried unanimously 3 to 0.

## BUSINESS

2. **Update and discussion regarding Water and Wastewater facility activities.**

Aaron Reed presented the report which is on file. No action was taken regarding this item.

## EXECUTIVE SESSION

*The Utility Commission for the City of Dripping Springs has the right to meet in executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with City Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Utility Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

The Commission did not meet in Executive Session.

## UPCOMING MEETINGS

### Utility Commission Meetings

October 12, 2022, at 4:00 p.m.

November 9, 2022, at 4:00 p.m.

December 14, 2022, at 4:00 p.m.

### City Council & Board of Adjustment Meetings

September 20, 2022, at 6:00 p.m.

September 27, 2022, at 5:30 p.m.

October 4, 2022, at 6:00 p.m.

## ADJOURN

A motion was made by Commissioner Dudek to adjourn the meeting. Commissioner Ordway seconded the motion which carried unanimously 4 to 0.

This regular meeting adjourned at 4:39 p.m.



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78620**

---

**Submitted By:** Andrea Cunningham, City Secretary

---

**Meeting Date:** November 9, 2022

**Agenda Item Wording:** **Discuss and consider approval of the 2023 Utility Commission meeting calendar.**

**Agenda Item Requestor:** Aaron Reed, Public Works Director

---

**Summary/Background:** Each year the Utility Commission annual meeting calendar is drafted according to the commission’s meeting frequency and the approved City Holiday and Closures Calendar.

Attached for approval is the 2023 UC Meeting Calendar with meetings highlighted in maroon. There are no meetings on approved holidays/closures.

**Recommended Committee Actions:** It is the commission’s pleasure to reschedule any meeting on this calendar. Staff recommends approval of the calendar with any changes.

**Attachments:**

1. Approved City Holiday and Closure calendar with DSISD and Hays County holidays.
2. Draft 2023 UC Meeting Calendar

**Next Steps/Schedule:**

1. Incorporate approved calendar into final meeting calendar.
2. Update city website for meetings, add to meeting room calendar and send calendar invites to commission, staff, consultants, and council members.
3. Distribute final calendar to commission and staff.

# 2023 Utility Commission Meeting Calendar

Use spinner to change the calendar year

## JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

## MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## CODS Holidays

- 01/02/23** New Year's Day
- 01/26/23** Martin Luther King Jr. Day
- 02/20/23** Presidents' Day
- 05/29/23** Memorial Day
- 07/04/23** Independence Day
- 09/04/23** Labor Day
- 10/09/22** Columbus Day
- 11/10/23** Veterans Day
- 11/23/23** Thanksgiving Day
- 11/24/23** Thanksgiving Holiday
- 12/22/23** Christmas Eve
- 12/25/23** Christmas Day
- 12/29/23** New Year's Eve

## Utility Commission Meetings

Meeting Frequency: 2nd Wednesday  
 Meeting Time: 4:00 p.m.  
 Meeting Location: City Hall

- 01/11/23** Regular Meeting
- 02/08/23** Regular Meeting
- 03/08/23** Regular Meeting
- 04/23/23** Regular Meeting
- 05/10/23** Regular Meeting
- 06/14/23** Regular Meeting
- 07/12/23** Regular Meeting
- 08/09/23** Regular Meeting
- 09/13/23** Regular Meeting
- 10/11/23** Regular Meeting
- 11/08/23** Regular Meeting
- 12/13/23** Regular Meeting