



CITY OF ROLLINGWOOD UTILITY COMMISSION AGENDA

Tuesday, March 08, 2022

Notice is hereby given that the Utility Commission of the City of Rollingwood, Texas will hold a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on March 08, 2022 at 7:00 PM. Members of the public and the Commission may participate in the meeting virtually, as long as a quorum of the Commission and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also 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=QmNUbmZBQ1lwUjNjNmK5RnJreIRFUT09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 530 737 2193

Password: 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at awayman@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be 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

PUBLIC COMMENTS

Citizens wishing to address the Utility Commission for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the Utility Commission is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Utility Commission with regard to matters on the agenda will be received at the time the item is considered.

2. 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.

3. Discussion and possible action on the minutes from the February 1, 2022 Utility Commission meeting

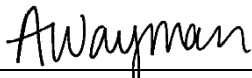
REGULAR AGENDA

4. Discussion and possible action on a utility bill appeal for 2601 Pickwick Lane
5. Discussion and possible action regarding cellular and internet service in the City of Rollingwood
6. Discussion and possible action regarding tree trimming around power lines
7. Discussion and possible action regarding the relocation of service lines and water meters
8. Discussion regarding future agenda items and topics for consideration by the Utility Commission

ADJOURNMENT OF MEETING

CERTIFICATION OF POSTING

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at www.rollingwoodtx.gov on Friday, March 4, 2022 at 5:00 p.m.



Ashley Wayman, City Secretary

NOTICE -

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

The Utility Commission will announce that it will go into executive session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permits such closed deliberation, including but not limited to consultation with the city's attorney(s) pursuant to Texas Local Government Code section 551.071, as announced at the time of the closed session.

Consultation with legal counsel pursuant to section 551.071 of the Texas Local Government Code;
discussion of personnel matters pursuant to section 551.074 of the Texas Local Government Code;
real estate acquisition pursuant to section 551.072 of the Texas Local Government Code;
prospective gifts pursuant to section 551.073 of the Texas Local Government Code;
security personnel and device pursuant to section 551.076 of the Texas Local Government Code;
and/or economic development pursuant to section 551.087 of the Texas Local Government Code.
Action, if any, will be taken in open session.



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.

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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

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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



WATER PAYMENT APPEAL FORM

Name on Account: Robert / Susan Turner

Service Address: 2601 Pickwick LN

Account Number: [REDACTED]

Amount Due: \$1,577.96

Telephone Number: [REDACTED]

Email Address: [REDACTED]

Reason for Appeal to the Rollingwood Utility Commission: 1) Please identify the months that you are contesting. 2) Please provide the reason for dispute. 3) Please provide 12 months of history. 4) Provide any other information to support appeal.

1) Contesting billing date of 10/06/2021 with a usage of 64.

2) I have been a resident of Rollingwood for the past 25 years and have never had usage amount even close to that amount. I have been working with city staff, who has come out and re-read the meter on more than one occasion and due to that effort we have confirmed NO LEAK. With staff's help I now have 8 year's of history for this particular cycle - my eight year average for Sept. is 38.82 and the outliers are 51 & 26.

3 & 4) Eight year summer season and May - Oct '21 history attached

Signature: Robert Turner

Digitally signed by Robert Turner
Date: 2021.11.29 12:19:14 -08'00'

Date: 11/29/2021



By signing this form, you are promising to appear before the next Utility Commission meeting.

Year	Septmeber Usage	
2013	48	48
2014	37	37
2015	51	51
2016	36	36
2017	39	39
2018	26	26
2019	44	44
2020	24	24
2021	64	
	Average without 2021	38.125

File Edit Options Functions Consoles Help Chat



Account Number

[REDACTED]

New Occupant

Address

2601

PICKWICK LN



Zone

1

* Notes **

Name

TURNER, ROBERT/SUSAN



General Metered Non-Metered Financial Information Comments History Consumption History Service Orders Devices

Services

100 RES WATER RESIDENTIAL - 35232477



Filter

Period

11/2019

Thru

12/2021

☒ Grid ☐ Graph

Bill History



Year

		Read		Total	Demand		Reading		
Month	Date	Previous	Current	Consumption	Read	Consumption	Flag	Source	Occupant
- Year 2021 Total 6									
Oct	10/23/2021	3508	3534	26			Regular	Manual Read	00
Sep	09/23/2021	3444	3508	64			Regular	Manual Read	00
Aug	08/23/2021	3412	3444	32			Regular	Manual Read	00
Jul	07/23/2021	3390	3412	22			Regular	Manual Read	00
Jun	06/23/2021	3376	3390	14			Regular	Manual Read	00
May	05/23/2021	3365	3376	11			Regular	Manual Read	00

Avg 28

☐ Edit This Record

Clear

View

aaahw.sdavi

Year	Septmeber Usage	
2013	48	48
2014	37	37
2015	51	51
2016	36	36
2017	39	39
2018	26	26
2019	44	44
2020	24	24
2021	64	
	Average without 2021	38.125

File Edit Options Functions Consoles Help Chat



Account Number

[REDACTED]



New Occupant

Address

2601

PICKWICK LN



Zone

1



* Notes **

Name

TURNER, ROBERT/SUSAN



General Metered Non-Metered Financial Information Comments History Consumption History Service Orders Devices

Services

100 RES WATER RESIDENTIAL - 35232477



Filter

Period

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Thru

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Bill History



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Aug	08/23/2021	3412	3444	32			Regular	Manual Read	00
Jul	07/23/2021	3390	3412	22			Regular	Manual Read	00
Jun	06/23/2021	3376	3390	14			Regular	Manual Read	00
May	05/23/2021	3365	3376	11			Regular	Manual Read	00

Avg 28

☐ Edit This Record

Clear

View

aaahw.sdavi

CITY OF ROLLINGWOOD

2

ACCOUNTS RECEIVABLE LEDGER

DATE: 10/03/13

TIME: 1:40 pm

PAGE: 67

***** CLOSEOUT REPORT (AFTER CALCULATE) *****

DEPOSIT REMARKS

RES IR	USAGE	READ	USAGE	PAYMENT	PMT	ID	PENALTY	WATER TBL	SEWERBASIC	SERRES	IRRIG	SERVICE	SERVICE	SERVICE	DEPOSIT	SERVICE	MISC TOTALS	BALANCE
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2601 PICKNICK LN				50.00 ACCT R	AVG	42.2	SEW AVG.	1.0	FLAT											
									BAL FW											
TURNER ROBERT				1095.0	31.0	44.44	06/21/13	MAY	13752	635	1487						15874	-11430		
2601 PICKNICK LANE				1126.0	31.0	158.74	07/19/13	JUN	13752	635	1487						15874	0		
ROLLINGWOOD				1171.0	45.0	264.22	08/20/13	JUL	23824	635	1487						25946	-476		
				1227.0	56.0	364.76	09/20/13	AUG	34354	635	1487						36476	-476		
				1275.0	48.0			ADJ												
								SEP	27061	1	651	1524						29236	28760	

CITY OF ROLLINGWOOD

2

ACCOUNTS RECEIVABLE LEDGER

DATE: 10/03/14

TIME: 10:44 am

PAGE: 67

***** CLOSEOUT REPORT (AFTER CALCULATE) *****

DEPOSIT REMARKS

RES IR	USAGE	READ	USAGE	PAYMENT	PMT	ID	PENALTY	WATER TBL	SEWERBASIC	SERRES	IRRIG	SERVICE	SERVICE	SERVICE	DEPOSIT	SERVICE	MISC TOTALS	BALANCE
USAGE				AMOUNT	DATE													

TURNER ROBERT	1424.0	35.0	219.35	05/19/14	BAL FW			16505	3906	1524							21935	0
2601 PICKNICK LANE	1447.0	23.0			MAY	275		9893	3906	1524							15598	15598
ROLLINGWOOD	1471.0	24.0	314.72	08/20/14	JUN			10444	3906	1524							15874	0
	1515.0	44.0	350.86	09/17/14	AUG			28571	4686	1829							35086	0
					ADJ													
	1552.0	37.0			SEP			21753	1	4686	1829						28268	28268

CITY OF ROLLINGWOOD

2

ACCOUNTS RECEIVABLE LEDGER

DATE: 10/02/15

TIME: 11:41 am

PAGE: 66

***** CLOSEOUT REPORT (AFTER CALCULATE) *****

DEPOSIT REMARKS

RES IR	USAGE	READ	USAGE	PAYMENT	PMT	ID	PENALTY	WATER TBL	SEWERBASIC	SERRES	IRRIG	SERVICE	SERVICE	SERVICE	DEPOSIT	SERVICE	MISC TOTALS	BALANCE
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2601 PICKWICK LN
 TURNER ROBERT & SUSAN
 2601 PICKWICK LANE
 ROLLINGWOOD TX 787465624

50.00 ACCT R

AVG	40.6	SEW AVG.	6.0	FLAT	BAL FW	13856	4686	1829	20371	22090
1692.0	26.0	424.61	06/15/15	MAY	11774	4686	1829	18289	0	
1714.0	22.0	182.89	07/17/15	JUN	27957	4686	1829	34472	0	
1756.0	42.0	344.72	08/14/15	JUL	53529	4686	1829	60044	0	
1818.0	62.0	600.44	09/18/15	AUG						
				ADJ						
1869.0	51.0			SEP	37590	1	4686	1829	44105	44105

CITY OF ROLLINGWOOD

2

ACCOUNTS RECEIVABLE LEDGER

DATE: 10/03/16

TIME: 2:01 pm

PAGE: 67

***** CLOSEOUT REPORT (AFTER CALCULATE) *****

DEPOSIT REMARKS

RES IR
USAGE

READ

USAGE

PAYMENT PMT
AMOUNT DATE

ID

PENALTY

WATER TBL

SEWERBASIC SERRES IRRIG

SERVICE

SERVICE

SERVICE

DEPOSIT

SERVICE

MISC

TOTALS

BALANCE

2601 PICKWICK LN 50.00 ACCT R

1985.0

19.0

BAL. FW

305

9801

5467

1829

17402

17402

TURNER ROBERT & SUSAN

2003.0

18.0

165.12 07/21/16 JUN

293

9216

5467

1829

16805

17695

2601 PICKWICK LANE

2033.0

30.0

423.17 08/12/16 JUL

586

17326

5467

1829

24622

0

ROLLINGWOOD TX 787465624

2071.0

38.0

311.61 09/30/16 AUG

586

23865

5467

1829

31747

586

2107.0

36.0

ADJ
SEP

21819

1

5467

1829

29115

29701

2

DATE: 10/03/17

PAGE: 67

BALANCE

	0
28440	0
25664	0
41446	0
56704	0
35308	35308

