



CITY OF ROLLINGWOOD UTILITY COMMISSION AGENDA

Tuesday, July 12, 2022

Notice is hereby given that the Utility Commission of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on July 12, 2022 at 7:00 PM. Members of the public and the Utility Commission may participate in the meeting virtually, as long as a quorum of the Utility 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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.

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 Tuesday, June 7, 2022 Utility Commission Meeting

REGULAR AGENDA

3. Presentation and discussion regarding the 2021 Consumer Confidence Report
4. Update regarding the Water System Capital Improvements Plan approved in May 2022

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, July 8, 2022 at 5:00 p.m.



Desiree Adair, 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, June 07, 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, June 7, 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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

Meeting ID: 530 737 2193

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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 7:00 p.m.

Present Members: Chair Jonathan Miller, Elizabeth Bray, Sam Attal, Christopher Meakin and Chris Kirksey.

Members Present Virtually: Clark Wilson and Ronald Hasso.

Also Present: Council Member Phil McDuffee, Interim City Administrator Ashley Wayman, City Secretary Desiree Adair, and Assistant to the City Administrator Makayla Rodriguez.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

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2. Discussion and possible action on the minutes from the March 8, 2022 Utility Commission meeting

Chris Kirksey moved to approve the consent agenda. Christopher Meakin seconded the motion. The motion passed 7-0.

REGULAR AGENDA

3. Review of Utility Appeals Process and ordinance

Interim City Administrator Ashley Wayman spoke regarding Assistant to City Administrator Makayla Rodriguez temporarily serving as Utility Billing Manager and about steps of the Utility Appeals Process.

Elizabeth Bray spoke regarding communication issues with Crossroads Utility Services after hours when there is a utility emergency and with the follow up afterwards.

Sam Attal discussed City staff being present or providing documentation when meters are repaired or replaced.

The Utility Commission discussed the utility billing process. Clark Wilson requested that Utility Commission appeal requests be provided on the City website.

4. Discussion regarding discovery of where issues exist with Cellular service in Rollingwood

Council Member Phil McDuffee and the Utility Commission discussed methods for obtaining which areas have Cellular service issues within the City of Rollingwood.

Chair Jonathan Miller discussed results from previous outreach regarding Cellular service issues.

Elizabeth Bray mentioned that this information is available online from the carriers which could be used to determine a baseline understanding before a community survey.

Council Member Phil McDuffee and Elizabeth Bray volunteered to work on finding this baseline understanding.

5. Receipt of 2021 Consumer Confidence Report as prepared by Crossroads Utility Services

Interim City Administrator Ashley Wayman stated that this water quality report has been posted to our website and delivered to City residents.

The Utility Commission discussed where these water samples are taken and who prepares this report.

The Utility Commission discussed water quality and infrastructure issues, independent testing, and coordination with the City of Austin and Crossroads Utility Services.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:48 p.m.

Minutes Adopted on the ___ day of _____ 2022.

Jonathan Miller, Chair

ATTEST:

Desiree Adair, City Secretary



The 2021 Water Quality report, also known as the Consumer Confidence Report, can be found at the following link:

<https://www.rollingwoodtx.gov/cityutilityservices/page/water-quality-report-0>



The Water System Capital Improvements Plan can be found at the following link:

<https://www.rollingwoodtx.gov/planning-development/page/water-system-capital-improvements-plan-may-2022>