



CITY OF ROLLINGWOOD UTILITY COMMISSION AGENDA

Tuesday, November 01, 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 November 01, 2022 at 5:30 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 dadair@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 September 6, 2022 Utility Commission meeting

REGULAR AGENDA

3. Welcome Walt Roloson as new Utility Commission member
4. Introduction of new Utility Billing Manager Veronica Hernandez
5. Discussion and possible action to schedule regular Utility Commission meeting times for 5:30 p.m.
6. Discussion of intent to continue to serve on the Utility Commission
7. Update on Verizon and AT& T cellular service and coverage in Rollingwood

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 at **5:00 p.m. on October 28, 2022.**

Desiree Adair

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, September 06, 2022

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 Tuesday, September 6, 2022 at 5:30 PM. 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 5:33 p.m.

Present Members: Clark Wilson, Chris Meakin, Chris Kirksey and Chair Jonathan Miller. Elizabeth Bray was present virtually.

Also Present: Council Member Phil McDuffee, City Administrator Ashley Wayman and Assistant to the City Administrator Makayla Rodriguez

PUBLIC COMMENTS

The following individuals spoke during public comment:

- Council Member Phil McDuffee discussed that the City Council has called a bond election for the November 8, 2022 general election, that one of the propositions is for water line improvements in accordance with the water Capital Improvement Plan and the next steps in this process.
- Elizabeth Bray asked whether the City Council had considered approving tax cuts elsewhere to make up for additional taxes from a possible bond election.

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 July 12, 2022 Utility Commission meeting

Chris Kirksey moved to approve the consent agenda. Clark Wilson seconded the motion. The motion passed with 4 in favor, 0 against, and 1 abstention by Chris Meakin.

REGULAR AGENDA

3. Discussion and possible action on a utility bill appeal for 4912 Rollingwood Drive

David Bjork, owner of 4912 Rollingwood Drive, discussed his bill appeal and showed pictures of a leak at the meter on the resident's side of the meter. He explained the timeline of events and the leak that was discovered during the meter reading.

Assistant to the City Administrator Makayla Rodriguez discussed the leak adjustment that was offered to the resident, and that he elected to come to the Utility Commission for further consideration.

The Utility Commission and staff discussed the requested adjustment, the options available under the leak adjustment policy, and the facts of the appeal.

The Utility Commission generally agreed that the leak adjustment amount proposed by City staff and offered to the resident was appropriate.

City Administrator Ashley Wayman stated that because there was a leak and proof provided, a motion was not necessary in order to apply the offered bill credit to the customer.

4. Discussion regarding cellular service and coverage in Rollingwood

Elizabeth Bray discussed the information provided in the packet regarding cellular service coverage in Rollingwood.

Council Member Phil McDuffee discussed the coverage issues noted and what has been attempted in the past regarding boosters.

Elizabeth Bray discussed the coverage maps, the difference in services provided, the efficacy of boosters, and that there are not towers near Rollingwood.

Chair Jonathan Miller discussed the information that had been provided to the city by other carriers in past discussions and the lack of next steps.

Elizabeth Bray discussed that pressure for service has increased with people working from home and proposed the idea to reach out to the big three carriers to see what the status of cell coverage is in Rollingwood.

Chair Jonathan Miller asked if Elizabeth Bray could continue this conversation with AT&T and stated that he would work with City Administrator Ashley Wayman to get back in contact with Verizon to get this conversation going again.

Chris Meakin brought up that at one point there was an idea to use the emergency tower.

The Utility Commission and Council Member Phil McDuffee discussed the upper park being one of the high points in the city and whether a tower placed there would be feasible.

Chair Jonathan Miller discussed that he would like to know if the only option was to have a new tower installed. The Utility Commission also discussed the placement of the last proposed tower.

Chair Jonathan Miller stated that they would bring back an update for the commission once there is one.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:24 p.m.

Minutes Adopted on the _____ day of _____, 2022.

Jonathan Miller, Chair

ATTEST:

Desiree Adair, City Secretary

Utility Commission - Full

<u>Member Name</u>	<u>Position-Office</u>	<u>First Appointed</u>	<u>Current Term Ends</u>
Clark Wilson	1 – Member	July 2010*	December 2023
Jonathan Miller	2 – Member/Chair	June 2017	December 2023
Elizabeth Bray	3 – Member	December 2021	December 2023
Christopher Meakin	4 – Member	December 2015**	December 2023
Chris Kirksey	5 – Member	December 2021	December 2022
Walt Roloson	6 – Member	October 2022	December 2022
Sam Attal	7 – Member	October 2020	December 2022

Council Liaison: Phil McDuffee

7 Members appointed by City Council. Chair position, acknowledged in ordinance, but silent regarding method of selection. Commission meets on the 1st Tuesday of each month at 7:00 p.m.

*Terms of Service Limitation Extended by City Council on *2-18-2015, 1-17-2018, 12-18-2019 and 12-15-2021

** Terms of Service Limitation Extended by City Council on 12-15-2021