



# UTILITY COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Wednesday, October 14, 2020 at 4:00 PM

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## VIDEOCONFERENCE MEETING

*This meeting will be held via videoconference and the public is encouraged and welcome to participate. Public comment may be given during the videoconference by joining the meeting using the information below. Public comment for this meeting may also be submitted to the City Secretary at [acunningham@cityofdrippingsprings.com](mailto:acunningham@cityofdrippingsprings.com) no later than 4:00 PM on the day the meeting will be held.*

*The Utility Commission respectfully requests that all microphones and webcams be disabled unless you are a member of the Commission. City staff, consultants and presenters, please enable your microphone and webcam when presenting to the Commission.*

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## Agenda

### MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

***Join Zoom Meeting***

<https://us02web.zoom.us/j/84624613417?pwd=ZGJUaDc0aTVUeUdLMmtBQ2NCZDhYQT0>

***Meeting ID:*** 846 2461 3417

***Passcode:*** 696737

***Dial Toll Free:***

888 475 4499 US Toll-free

877 853 5257 US Toll-free

***Find your local number:*** <https://us02web.zoom.us/u/keHMMnfvfWV>

***Join by Skype for Business:*** <https://us02web.zoom.us/skype/84624613417>

### CALL TO ORDER

**Commission Members**

Jim Langford, Chair

Chuck Miller, Vice Chair

Meghan Lind

Roger Kew

Jeff Foreman

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

Deputy City Administrator Ginger Faught

Public Works Coordinator Aaron Reed  
Building Official/Utility Coordinator Sarah Cole

## **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 9, 2020 Utility Commission regular meeting minutes.**

## **BUSINESS**

- 2. Update and discussion regarding Water and Wastewater facility activities.**
- 3. Discuss and consider approval of the Utility Commission 2021 Annual Meeting Calendar.**
- 4. City Council activities report.**  
*Chair Jim Langford*

## **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**

November 4, 2020 at 4:00 p.m.

December 9, 2020 at 4:00 p.m.

**City Council Meetings**

October 20, 2020 at 6:00 p.m.

November 10, 2020 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.*

*Due to the Texas Governor Order, Hays County Order, City of Dripping Springs Disaster Declaration, and Center for Disease Control guidelines related to COVID-19, a quorum of this body could not be gathered in one place, and this meeting will be conducted through videoconferencing. Texas Government Code Sections 551.045; 551.125; and 551.127.*

*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 **October 9, 2020 at 1:00 PM.***

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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 09, 2020 at 4:00 PM

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## MINUTES

### MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

***Join Zoom Meeting:***

<https://us02web.zoom.us/j/87448734929?pwd=elZ2QXkwVzRlRkU5cWQvVGdTeXhBZz09>

***Meeting ID:*** 874 4873 4929

***Passcode:*** 894689

***Dial Toll Free:***

888 475 4499 US Toll-free

877 853 5257 US Toll-free

***Find your local number:*** <https://us02web.zoom.us/u/kdnG8tkpC4>

***Join by Skype for Business:*** <https://us02web.zoom.us/skype/87448734929>

### CALL TO ORDER

***Commission Members present were:***

Jim Langford, Chair

Chuck Miller, Vice Chair

Jeff Foreman

Roger Kew

Meghan Lind

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

Deputy City Administrator Ginger Faught

Public Works Coordinator Aaron Reed

Building Official/Utilities Coordinator Sarah Cole

With a quorum of the Commission present, Chair Langford called the meeting to order at 4:02 p.m.

- 1. Introduction of Commissioner Jeff Freeman, representative of the Hays Trinity Groundwater Conservation District.**

Chair Langford introduced newly appointed member Jeff Foreman.

## 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.*

No one spoke during Presentation of Citizens.

## MINUTES

### **2. Discuss and consider approval of the August 12, 2020 Utility Commission regular meeting minutes.**

A motion was made by Commissioner Kew to approve the August 12, 2020 Utility Commission regular meeting minutes. Commissioner Foreman seconded the motion which carried unanimously 5 to 0.

## BUSINESS

### **3. Update and discussion regarding Water and Wastewater facility activities.**

Aaron Reed gave the update and presented 3D models of the latest designs.

### **4. City Council Meeting Report**

*Vice Chair Miller*

Vice Chair Miller presented the City Council meeting report.

## 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**

October 14, 2020 at 4:00 p.m.

November 11, 2020 at 4:00 p.m.  
December 9, 2020 at 4:00 p.m.

**City Council Meetings**

September 15, 2020 at 6:00 p.m.  
October 13, 2020 at 6:00 p.m. (Workshop 6:00 / Regular Meeting 6:30)  
October 20, 2020 at 6:00 p.m.

**ADJOURN**

A motion was made by Commissioner Kew to adjourn the meeting. Vice Chair Miller seconded the motion which carried unanimously 5 to 0.

This regular meeting adjourned at 4:43 p.m.



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78602**

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

**Commission Meeting Date:** October 14, 2020

**Agenda Item Wording:** **Discuss and consider approval of the Utility Commission 2021 Annual Meeting Calendar.**

**Agenda Item Requestor:** Andrea Cunningham, City Secretary

**Summary/Background:** Annually the City prepares the meeting calendar for Boards, Commissions and Committees. The attached calendar for the Utility Commission considers the approved City of Dripping Springs Holiday Calendar and additional observed holidays by DSISD.

The Utility Commission meets the 2<sup>nd</sup> Wednesday of each month at 4:00 p.m. The attached calendar for the Commission has no conflicts with City Holidays or DSISD holidays; however, the November meeting occurs the day before Veterans Day which is a City Holiday and administrative offices will be closed. The Commission may consider rescheduling this meeting to the 3<sup>rd</sup> Wednesday, November 17, 2020.

**Recommended Commission Actions:** Staff recommends approval of the attached Utility Commission 2021 meeting calendar; and it is the at the Commission's pleasure to reschedule the November 2021 meeting.

**Attachments:**

1. Approved City Hall Holiday Calendar
2. Proposed UC 2021 Meeting Calendar

**Next Steps/Schedule:**

1. Prepare 2021 meeting calendar for review and approval by City Council.
2. Upon City Council approval meetings will be updated on the City website and calendar invites will be forwarded to Commission Members.

# 2021

## Holidays

### JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
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### FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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### MARCH

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### APRIL

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### MAY

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### JUNE

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### JULY

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### AUGUST

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### SEPTEMBER

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### OCTOBER

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### NOVEMBER

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### DECEMBER

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### Holidays - City Hall Closures

- January 1 - New Year's Day
- January 18 - Martin Luther King Day
- February 15 - Presidents Day
- May 31 - Memorial Day
- July 5 - Independence Day (observed)
- September 6 - Labor Day
- October 11 - Columbus Day
- November 11 - Veterans Day
- November 25 & 26 - Thanksgiving Day
- December 24 - Christmas Eve
- December 31 - New Year's Eve

### DSISD Holidays & Breaks

- Spring Break, March 15 - 19
- April 2 - Staff/Student Holiday
- Thanksgiving Break, November 23 - 26
- Winter Break, December 20 - January 4



# 2021 Utility Commission

*City Hall Closure, DSISD Break*

**JANUARY**

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**FEBRUARY**

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**MARCH**

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**APRIL**

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**MAY**

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**JUNE**

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**JULY**

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**AUGUST**

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**SEPTEMBER**

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**OCTOBER**

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**NOVEMBER**

SUN	MON	TUE	WED	THU	FRI	SAT
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**DECEMBER**

SUN	MON	TUE	WED	THU	FRI	SAT
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**January**

13 - UC @ 4:00 p.m.

**February**

10 - UC @ 4:00 p.m.

**March**

10 - UC @ 4:00 p.m.

**April**

14 - UC @ 4:00 p.m.

**May**

12 - UC @ 4:00 p.m.

**June**

9 - UC @ 4:00 p.m.

**July**

14 - UC @ 4:00 p.m.

**August**

11 - UC @ 4:00 p.m.

**September**

8 - UC @ 4:00 p.m.

**October**

13 - UC @ 4:00 p.m.

**November**

10 - UC @ 4:00 p.m.

**December**

8 - UC @ 4:00 p.m.