

**MINUTES
WATAUGA CITY COUNCIL
WORKSHOP MEETING
MONDAY, NOVEMBER 9, 2020
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
5:30 PM**

CALL TO ORDER

The Workshop Meeting of the City Council was called to order at 5:31 p.m.

ROLL CALL

The City Council of the City of Watauga, Texas convened with the following members present:

Mayor, Art Miner

Mayor Pro Tem/ Council Member Place 2, Tom Snyder (Absent Without Notice)

Council Member Place 1, (Vacant)

Council Member Place 3, Lovie Downey

Council Member Place 4, Andrew Neal

Council Member Place 5, Juanita King

Council Member Place 6, Mark Taylor

Council Member Place 7, (Vacant)

and

Andrea Gardner, City Manager/ City Secretary

Raquel Guajardo, Deputy City Secretary

Sandra Gibson, Director of Finance

Debra Defriese, Utility Billing Administrator

Bradley Fraley, Chief Information Officer/ PIO

PRESENTATIONS

1. **Presentation, discussion on, and provide direction to the City Manager on Utility Billing Operations**

Ms. Gibson introduced Ms. Debra Defriese to present the item to Council. Ms. Defriese provided an overview of the department's daily duties, scope of services, utility billing cycle, smart phone meter reading and meter reader duties.

Ms. Gibson presented the recommended timeline for items that were introduced to Council in August 2020 during the Council Retreat. Mayor Miner asked Council to provide direction to staff regarding the proposed timeline.

Council Member Neal recommended the Merchant Fee Recovery be switched with Senior Discounts on the schedule. After some discussion, the consensus of the Council agreed with the proposal made by Council Member Neal.

The updated timeline is as follows:

- Utility Deposits – January 2021
- Merchant Fee Recovery – June 2021
- Utility Rate Review – July 2021

- Senior Discounts – January 2022
- Tiered Rates (Review) – July 2023

Council inquired regarding billing cycles, notifications of spiked consumption, cost of lid and box replacements and e-bill participation in which Ms. Defriese addressed.

Mayor Miner thanked Utility Billing staff for their hard work.

ADJOURNMENT

Mayor Miner adjourned the meeting at 6:20 p.m.

APPROVED:

this 14TH day of DECEMBER, 2020

SIGNED:

this 17TH day of DECEMBER, 2020

APPROVED:

Arthur L. Miner /s/

Arthur L. Miner, Mayor

ATTEST: Andrea Gardner /s/

Andrea Gardner, City Secretary



NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office