

**Roswell City Council Workshop**  
**Held in Meeting Room A – Roswell Convention and Civic Center**  
**Monday, August 29, 2022, at 5:00 p.m.**

**Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 22-14.**

**ROLL CALL**

The meeting convened at 5:00 p.m. with Mayor Jennings presiding and Councilors Perry, Foster, Arnold, Heldenbrand, Oropesa, Halvorson, Best, and Sanchez being present; Councilors Corn and Moore being absent.

**Presentation and discussion of the smart meter system.**

Mr. Neeb presented the smart meter system and discussed the following:

- Utility rate background
- Average utility bill in Roswell
- Kampstrump Flow IQ 2100 meter
- Set valve
- System outside of meter pit
- Steps from usage to billing
- How to read meter
- Comparing reading on bill to reading on meter
- Meter info codes
- Smart readers and software setup
- Billing cycles
- Meter reading impacts to the customer
- Customer related complaints and concerns
- Customer assistance programs
- Utility customer service guide
- Citizen self-serve portal

**Presentation and discussion of service cost recovery (70/30).**


Mr. Neeb gave a cost recovery summary and discussed the following:

- What is cost recovery
- Anti-donation clause
- Cost recovery for Roswell
- Cost recovery guidelines in place
- Identified sources of potential revenue
- Service fee process
- FY23 cost recovery for certain City services

The workshop adjourned at 7:11 p.m.

**Approved on this 13<sup>th</sup> day of October 2022.**

(City Seal)

  
Amalia Martinez, INTERIM CITY CLERK

  
Timothy Z. Jennings, MAYOR