



**Electric Board  
APPROVED MINUTES**

**REGULAR MEETING  
AUGUST 21, 2019**

The Electric Board convened in a Board Meeting on August 21, 2019 at Development Service Department, 5202 E. Ben White, Room 122.

Vice Chair Goss called the Board Meeting to order at 10:10 a.m.

**Board Members in Attendance:** Delwin Goss, Nicole Stasek, Michael King, Robert Schmidt, Rogelio Wallace, Ben Brenneman and Randy Pomikahl

**Members Not in Attendance:** David Adamson, Miguel Suazo, Mark Weaver and Gabe Flores

**Staff in Attendance:** Rick Arzola (DSD), Eric Zimmerman (DSD), Marty Starrett (DSD) and Mitchell Tolbert (DSD)

1. **CITIZEN COMMUNICATION:** David Johnson and Julius Heslop (Austin Energy)
2. **APPROVAL OF MINUTES:** The minutes from the July 17, 2019 meeting was approved as written. Board member Schmidt made a motion to accept the minutes as written. Board member Pomikahl second the motion, motion passed 6-0.
3. **DISCUSSION AND POSSIBLE ACTION:**
  - a. **Update on HB 2439-** DSD staff Eric Zimmerman has not received any word from the Building Official or legal regarding any technical amendment that would limit or prohibit any materials. City staff will update the board as soon as they get word.
  - b. **Executive Liaison Update:** Currently DSD staff is working with the clerk office with dates for training. Prior dates were set but due to schedule conflicts, that date was cancelled and now awaiting new dates. Staff informs the board that Eric Zimmerman and Marty Starrett will serve as executive liaison when training is complete. An update at the next board meeting will be given.
  - c. **Update on Austin Criteria Manual:** Julius Heslop with Austin Energy informs the board the board that the Austin Criteria Manual is expected to be updated in January 2020 and that Austin Energy will also be making changes and updates with upcoming HB 2439. Staff Eric Zimmerman, replies that staff has been working with Austin Energy and that AE has done much work over the summer in rolling back the requirements that extend beyond the NEC. One of main concerns in those meetings was the point of service relocations. DSD will continue to work with AE
  - d. **Report from Work Group** –Will meet in early September when the NEC code book is published along with updates of HB 2439 and contractor registration.
  - e. **Update on Permit Fee-** Citizen David Johnson has received many call from its members that DSD has raised its fees and wanted to make sure that the board is involved with any changes or updates ahead of time. DSD Mitchell Tolbert replies to the board that fees are strict line item and that staff are cautious about not trying to abuse or put them where they don't belong. Staff goes on to say that there may be a fee for the change of service on what you pay for the fee but does not expect a significant jump in that fee and does not affect the pricing of the trade permit but rather the fee of plan review.
  - f. **Revamping Trade Permits-** Staff Mitchell Tolbert explains the QT was introduced was years ago and was meant for small business owners to be able to submit to plan review but

was only limited to only have a building reviewer. So when there is a project that needed electric review and only electric review, DSD is working where Electrical does not have to go thru the full building review, rather a stand-alone review fee and minimizing the cost and fees only to an electrical review and other trade permits. Also what DSD has found, the ultimately any new electrical service fee would not qualify as a quick turnaround review but would allow a QT if the service was less than 200 amps with an electrical sheet and or drawings.

- g. DSD Propose ESPA-** Again DSD staff Mitchell Tolbert explains that before DSD was requiring an approval from Austin Energy on ESPA's prior to releasing it from plan review. The problem is that staff would allow it to go thru plan review but will put an admin hold on the electrical permit and force them to go thru an revision which was a substantial cost. DSD has determined that they would step away from restricting contractors from getting a permit or restricting contractors from starting a project while waiting on Austin Energy on the ESPA approval and now DSD will step away from that process but still request an ESPA whether it's approved or not by Austin Energy.

**Vice Chair is enquiring about having a Technical Expert position appointed to the board, Staff will look into this request with the clerk office at the Executive Liaison training-Update. Board is willing to write a letter recommending this request.**

#### **4. FUTURE AGENDA ITEMS:**

- a.** Update on House Bill 2439
- b.** Executive Liaison Update.
- c.** Update on Austin Criteria Manual
- d.** Report from Work Group
- e.** Update on Permit Fees-Fee Schedule

#### **6. ADJOURN:**

A motion to adjourn the meeting was made by Board member Pomikahl and second by Schmidt for a 7-0 vote. The meeting adjourned at 11:12 a.m.