



City of Garden Ridge

"A way of life, not just a place to live"

AGENDA WATER COMMISSION REGULAR MEETING TUESDAY, OCTOBER 26, 2021, 6:00 PM

The Water Commission will meet in a regular session on Tuesday, October 26, 2021 at 6:00 PM in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Citizen Comment Period - limited to 30 minutes total

Rules for Citizens' Participation: The Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you must follow these guidelines:

a) Respect and courtesy:

1. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
2. Show the Commission the same respect that you would like to be shown.
3. End your speaking at the time allotted below.

b) Speaking:

1. First citizen comment period
 - 1.1. You are required to sign up to speak and you are limited to one 3-minute period.
2. Second citizen comment period
 - 2.1. You are not required to sign up and you are limited to one 2-minute period.
3. State your name and address before your comments begin.
4. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the City Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

5. Business Items

The following items are for discussion, consideration, and/or action.

a. Approvals

1. Approval of Minutes for September 28, 2021, Water Commission Regular Meeting.

b. Discussions/Reports/Updates

1. Utility Department Monthly Activity Report.

- i. Water Pumping/usage from City wells, Water system infrastructure maintenance, repairs and/or projects, and Water and/or Drought Management (current Watering Stage).

2. Items applicable to the Water Commission discussed at the October City Council Regular Meeting.

c. Recommendations

1. Request for water leak adjustment for 21926 Park Lane Dr. for the billing period of March 23, 2021 – April 23, 2021.

- i. Review and make recommendation regarding the request.

2. Water Commission activities and projects.

- i. Discuss and make possible recommendations on Water Rate Structure.
- ii. Update Commissioner's activities and projects list and receive update from Commissioners.
- iii. Discuss and make possible recommendations on future meetings or direction regarding Water Commission activities and projects.

3. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.

- i. Discuss and make recommendations related to application of ordinance provisions to commission members, if needed.

4. Future Agenda Items

- i. Commissioners input on agenda items.
- ii. Reschedule Tuesday, November 23, 2021, and Tuesday, December 28, 2021, Regular Meetings.
- iii. Announce the date, time, and location for next meeting.

6. Citizen Comment Period

7. Adjournment

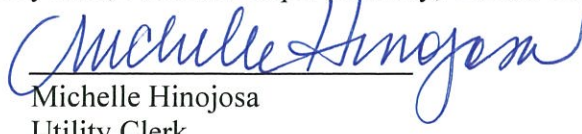
AGENDA NOTICES:

Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Action by Commission Authorized: The Commission may vote or act upon any item within this Agenda.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of the City Council, other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

This is to certify that I, Michelle Hinojosa, posted this Agenda at 9:00 a.m. on October 20, 2021, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Michelle Hinojosa
Utility Clerk



City of Garden Ridge

"A way of life, not just a place to live"

MINUTES WATER COMMISSION REGULAR MEETING TUESDAY, SEPTEMBER 28, 2021, 6:00 P.M.

Commissioners Present:

Chair James Mueller
Vice-Chair Keven Harshbarger
Commissioner Joseph Haltaman
Commissioner Dr. Richard Carmichael
Commissioner Don Stone
Mayor Robb Erickson, Ex-Officio

Commissioners Absent:

Commissioner Brenda Reynolds, Voluntary Announced Absence

City Staff, City Councilmembers, and Other Commissioners Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Michelle Hinojosa, Utility Clerk
Steven Steinmetz, Public Works Director
Jesse Valdez, City Councilmember

1. Call to Order

With a quorum of the Water Commissioners present, Chair Mueller called the regular meeting of the Garden Ridge Water Commission to order at 6:00 p.m. on Tuesday, September 28, 2021, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call: See above.

3. Pledge of Allegiance: Chair Mueller led the Pledge of Allegiance.

4. Citizen Comment Period: No one signed up to speak.

5. Business Items

The following items are for discussion, consideration, and/or action.

a) Approvals

- 1. Minutes for August 24, 2021, Water Commission Regular Meeting.**
- 2. Minutes for September 3, 2021, Water Commission Special Meeting.**

Motion: A motion was made by Commissioner Stone, seconded by Vice-Chair Harshbarger to approve the minutes for the August 24, 2021, Water Commission Regular Meeting and September 3, 2021, Water Commission Special Meeting. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates

1. Utility Department Monthly Activity Report.

- i. Water Pumping/usage from City wells, Water system infrastructure maintenance, repairs and/or projects, and Water and/or Drought Management (current Watering Stage).**

Steven Steinmetz, Public Works Director, reviewed the monthly activity report and answered questions from the Commission.

2. Items applicable to the Water Commission discussed at the September City Council Meeting.

Chair Mueller updated the Commission on the items applicable to the Commission discussed at the September City Council Meeting.

c) Recommendations

1. Water Commission activities and projects.

i. Update of Commissioner's activities and projects list and receive update from Commissioners.

The Commissioners updated the Commission on their activities and projects.

ii. Discuss and make possible recommendations on future meetings or direction regarding Water Commission activities and projects.

The Commission had none at this time.

2. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.

i. Receive recommendations and consideration of appointment of Water Commission Chair and Vice-Chair for a one-year term effective October 2021.

Chair Mueller and Vice-Chair Harshbarger volunteered to continue serving as Chair and Vice-Chair.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Stone, for the appointment of Commissioner Mueller as Chair for a one-year term effective October 2021. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Haltaman, seconded by Commissioner Dr. Carmichael, for the appointment of Commissioner Harshbarger as Vice-Chair for a one-year term effective October 2021. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

ii. Discuss and make recommendations related to application of Ordinance provisions to Commission members, if needed.

The Commission had none at this time.

d) Future Agenda Items

1. Commissioners input on agenda items.

Vice-Chair Harshbarger requested to discuss the Water Rates. Commissioner Dr. Carmichael and Commissioner Haltaman requested to discuss the transferable water rights process under Ordinance No. 7-062017 Amendment #4.

2. Announce the date, time, and location for next meeting (October 26, 2021, at 6:00 p.m. at City Hall).

Chair Mueller announced the next Water Commission Regular Meeting will be held on Tuesday, October 26, 2021, at 6:00 p.m. at City Hall in the City Council Chambers.

6. Citizen Comment Period: No one wished to speak.

7. Adjournment

Motion: A motion was made by Commissioner Stone, seconded by Vice-Chair Harshbarger, to adjourn. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, September 28, 2021, Water Commission Regular Meeting was adjourned at 6:31 p.m. by Chair Mueller.

ATTEST:

James Mueller
Chair

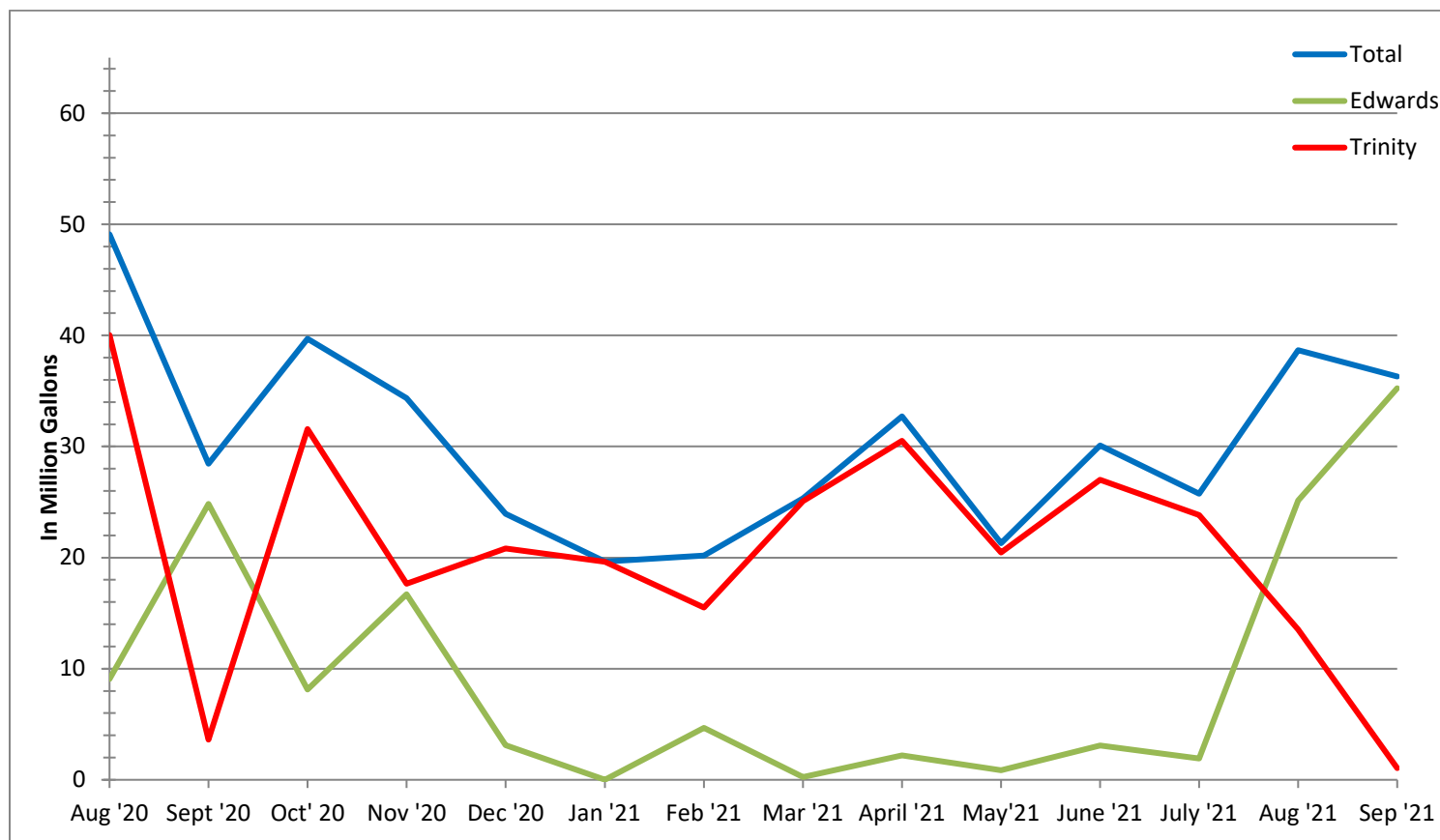
Michelle Hinojosa
Utility Clerk



Water Department Report

As of September 30, 2021

City of Garden Ridge Aquifer Usage

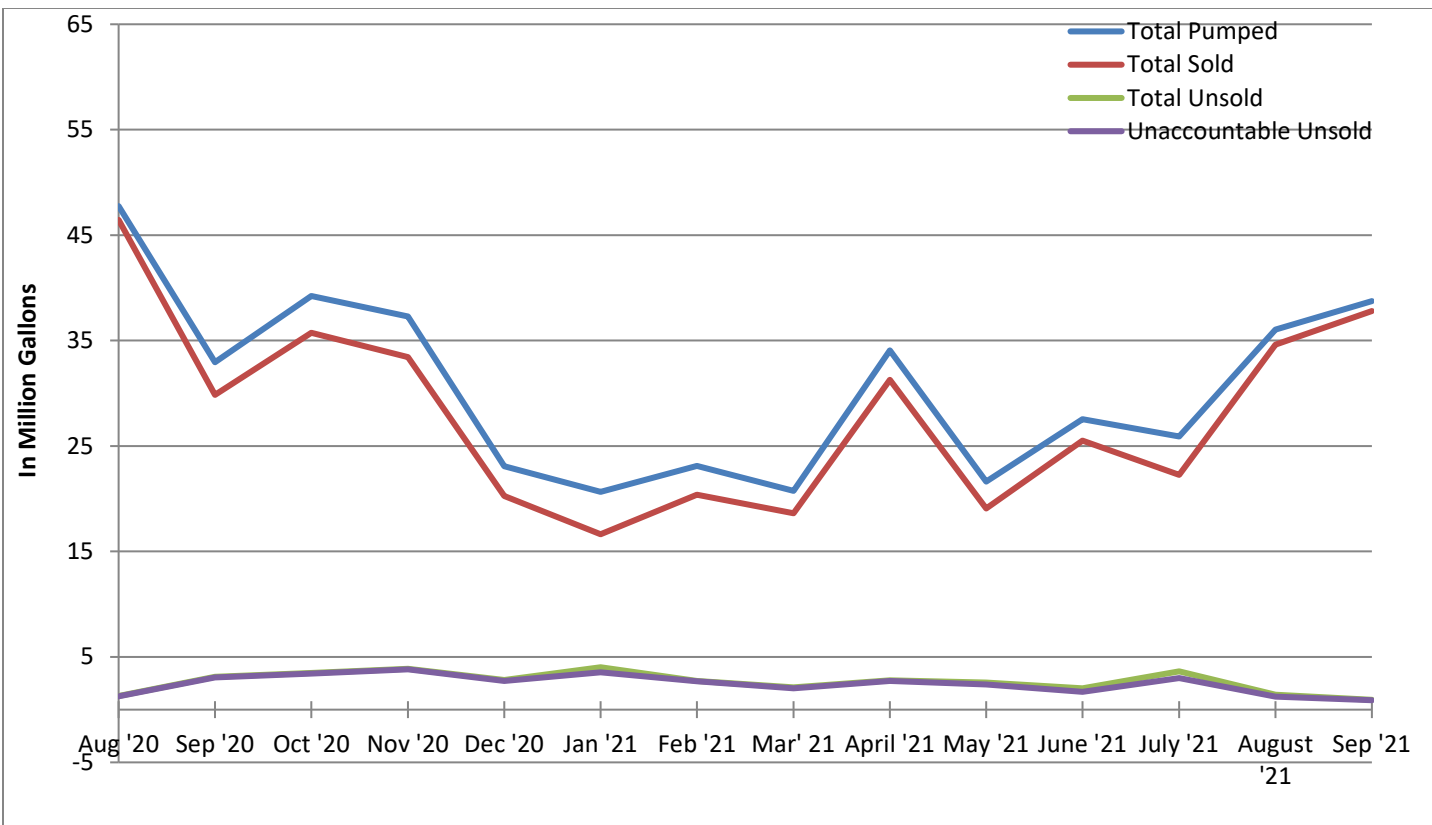


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	108.16	224.99	407.11	0
Trinity Well Usage AC/FT:	3.22	434.1	N/A	0

Water Quality

Backteriological Samples	Due :	Missed:	Passed:	Failed:
Distribution Samples :	6	0	6	0
Raw Water Samples :	4	0	4	0
Chlorine Residual Test:	30	0	30	0

2020



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
Sept '20	32,959	29,855	3,104	3,057	9.3%
Oct '20	39,216	35,752	3,464	3,418	8.7%
Nov '20	37,299	33,440	3,860	3,821	10.2%
Dec '20	23,077	20,270	2,807	2,736	11.9%
Jan '21	20,655	Insufficient	Data	-	
Feb '21	23,123	20,390	2,733	2,696	11.7%
Mar '21	20,744	18,627	2,117	2,030	9.8%
April '21	34,076	31,287	2,789	2,728	8.0%
May '21	21,642	19,080	2,562	2,391	11.0%
June '21	27,531	25,505	2,026	1,684	6.1%
July '21	25,895	22,262	3,633	1,883	7.3%
Aug '21	36,036	34,630	1,406	1,236	3.4%
Sept '21	38,746	37,814	9,327	893	2.3%
Yearly Average	27,838	25,647	2,910	2,644	8.3%
	Yearly national average				16%

Water Department Monthly Activities:

New Installed Meters	0	Work Orders	232
Meter Replacements	0	Locates	49
City Owned Leaks	2	Irrigations Permits Issued	0
Meters Read	1686	Total Rebates	0
Meter Tests	1	Active Leak info code alerts	152
Automatic Draft Customers	677	E-Billing Customers	368
AMI Customer Portal Profiles	548		

*Active Leak Info Code Alerts – The firmware on the meter is measuring the flow rate through the meter and will only be triggered if water is flowing continuously above the configurable parameter of the meter’s max-flow rate threshold for 24 hours. The city has set a standard max-flow rate of .1% and is notified of any triggered alert.

Leak Adjustments

New Requests	6	Waiting for Customer	3	Approved	0	Amount Approved	\$0	Denied	0	Sent to Water Commission	
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Projects & Announcements:

Project	Status Update	Estimated Completion	Issues/Required Actions
Whispering Oaks Project	Reviewing project As-Built	Complete	
2252 Wastewater Project	Ongoing	Contractor has installed 100% of the Wastewater Main	
2252 TxDOT Water Line	Ongoing		Working on Funding

COVID-19 Pandemic

The Water Department is continuing to be vigilant to keep our staff and infrastructure safe from the spread of the Coronavirus. We are still cleaning facilities, vehicles, and equipment daily to ensure our staff and water system stay safe.

Future Agenda Items

Water Commission

November 23, 2021 Regular Meeting

- 14** days before Meetings (11/09/2021) Water Commission and Staff items are due.
- 11** days before Meetings (11/12/2021) Water Commission Chair reviews agenda.
City Attorney is sent agenda.
- 7** days before Meetings (11/16/2021) Post agenda on bulletin board. Water Commission receives packet (allowing a day for corrections/request additional information be added)
- 5** days before Meetings (11/18/2021) Post agenda packet to City Website.
- 4** days before Meetings (11/19/2021) (72 hours) – Local Government Code requirement for posting

City Council = Red
 Planning & Zoning = Green
 Water Commission = Blue
 Quarry Commission = Purple
 City Holiday = Orange

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 28, 2021 Regular Meeting

- 14** days before Meetings (12/14/2021) Water Commission and Staff items are due.
- 11** days before Meetings (12/17/2021) Water Commission Chair reviews agenda.
City Attorney is sent agenda.
- 7** days before Meetings (12/21/2021) Post agenda on bulletin board. Water Commission receives packet (allowing a day for corrections/request additional information be added)
- 5** days before Meetings (12/23/2021) Post agenda packet to City Website.
- 4** days before Meetings (12/24/2021) (72 hours) – Local Government Code requirement for posting

City Council = Red
 Planning & Zoning = Green
 Water Commission = Blue
 Wildlife Management Advisory Commission = Brown
 Municipal Court = Gray
 City Holiday = Orange

Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

PENDING FUTURE AGENDA ITEMS

Water Commission Rolling Attendance at Water

	10/27/20 Regular Meeting	11/17/20 Regular Meeting	1/26/21 Regular Meeting	3/23/21 Regular Meeting	04/27/21 Regular Meeting	05/25/21 Regular Meeting	06/22/21 Regular Meeting	07/27/21 Regular Meeting	08/24/21 Regular Meeting	09/28/21 Regular Meeting	
Carmichael	P	P	P	P	U	P	P	P	P	P	
Reynolds									P	A	
Stone					P	P	P	P	P	P	
Valdez	P	P	P	P							
Haltaman	P	E	P	P	P	P	P	P	P	P	
Mueller	P	P	P	P	P	P	P	P	P	P	
Harshbarger	P	P	P	P	A	P	P	P	A	P	
P	Present		P-QNM	Present but quorum not met		E	Excused for reasons allowed in Ord. 210				
U	Unannounced			Not member yet		A	Voluntary Announced				

2021 Water Commission's Attendance

	02/03/21 Regular Meeting	03/03/21 Regular Meeting	04/07/21 Regular Meeting	05/05/21 Regular Meeting	06/02/21 Regular Meeting	07/07/21 Regular Meeting	08/04/21 Regular Meeting	09/01/21 Regular Meeting	10/06/21 Regular Meeting		Total for year
Carmichael			P				P				2
Reynolds											
Stone			P		P				P		3
Haltaman											
Mueller			P	P	P	P	P				5
Harshbarger									P		1
	Met requirements			Not met							