



City of Garden Ridge

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

AGENDA WATER COMMISSION REGULAR MEETING TUESDAY, JANUARY 18, 2022, 6:00 PM

The Water Commission will meet in a regular session on Tuesday, January 18, 2022 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 November 16, 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 December and January City Council Regular Meetings.

c. Recommendations

1. Discuss and make possible recommendations on the amount of Transferable Water Rights for proposed Pensionmark Office Center development.

2. Water Commission activities and projects.

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

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

d. Future Agenda Items

1. Commissioners input on agenda items.

2. Reschedule Tuesday, February 15, 2022, Regular Meeting.

3. 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 10:40 a.m. on January 11, 2022, 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, NOVEMBER 16, 2021, 6:00 P.M.

Commissioners Present:

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

Commissioners Absent: None

City Staff, City Councilmembers, and Other Commissioners Present:

Nancy Cain, City Administrator
Kat Balbi, Assistant City Secretary/Communications Specialist
Michelle Hinojosa, Utility Clerk
Steven Steinmetz, Public Works Director
Kay Bower, 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, November 16, 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 October 26, 2021, Water Commission Regular Meeting.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Stone, to approve the minutes for the October 26, 2021, Water Commission Regular Meeting. The Commission voted five (5) 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 November City Council Meeting.

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

c) Recommendations

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

i. Review and make recommendation regarding the request.

The Commission reviewed the leak adjustment request for 21926 Park View Dr. submitted by James Hahn. Steven Steinmetz, Public Works Director, answered questions from the Commission.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Reynolds, to recommend to City Council the approval of a leak adjustment credit of \$892.84 for 21926 Park View Dr. for the billing period of March 23, 2021 – April 23, 2021. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Water Commission activities and projects.

i. Discuss and make possible recommendations for Water Rate Structure for commercial development.

The Commission discussed the Water Rate Structure for commercial development.

ii. Discuss and make possible recommendations on the amount of Transferable Water Rights for proposed QuikTrip development.

The Commission discussed the amount of Transferable Water Rights for proposed QuikTrip development.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Dr. Carmichael, to recommend to City Council the approval of a requirement of 2.83 acre feet of Transferable Edwards Aquifer Water Rights for the proposed QuikTrip development. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

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

The Commissioners updated the Commission on their activities and projects.

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

The Commission had none at this time.

v. Discuss and make possible recommendations on scheduling monthly Water Commission Regular meetings.

Chair Mueller discussed scheduling monthly Water Commission Regular meetings.

Motion: A motion was made by Commissioner Reynolds, seconded by Commissioner Stone, to schedule the Water Commission Regular meetings to be conducted on the 3rd Tuesday of every month. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

d) Future Agenda Items

1. Commissioners input on agenda items.

Commissioner Harshbarger requested to review the leak adjustment process. Commissioner Dr. Carmichael requested to review Ordinance No. 7.

2. Announce the date, time, and location for next meeting (December 21, 2021, at 6:00 p.m. at City Hall).

Chair Mueller announced the next Water Commission Regular Meeting will be held on Tuesday, December 21, 2021, at 6:00 p.m. at City Hall in the City Council Chambers.

6. Citizen Comment Period:

Kay Bower, 8947 Garden Ridge Dr., spoke regarding the library event, the proposed QuikTrip development, and water rates for commercial development.

7. Adjournment

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Dr. Carmichael, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further

business, the Tuesday, November 16, 2021, Water Commission Regular Meeting was adjourned at 7:38 p.m. by Chair Mueller.

James Mueller
Chair

ATTEST:

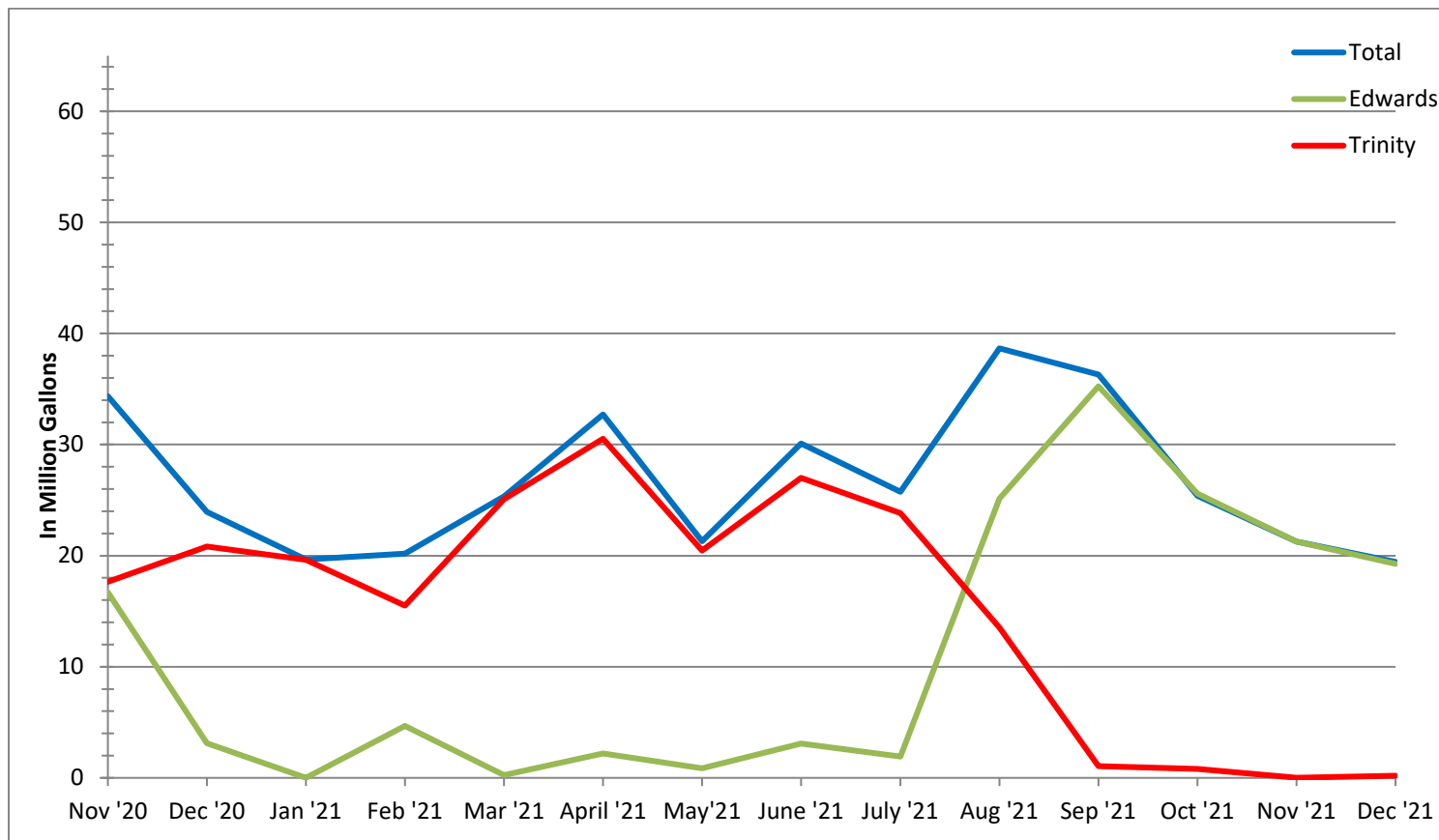
Michelle Hinojosa
Utility Clerk



Utilities Department Report

As of December 31, 2021

City of Garden Ridge Aquifer Usage

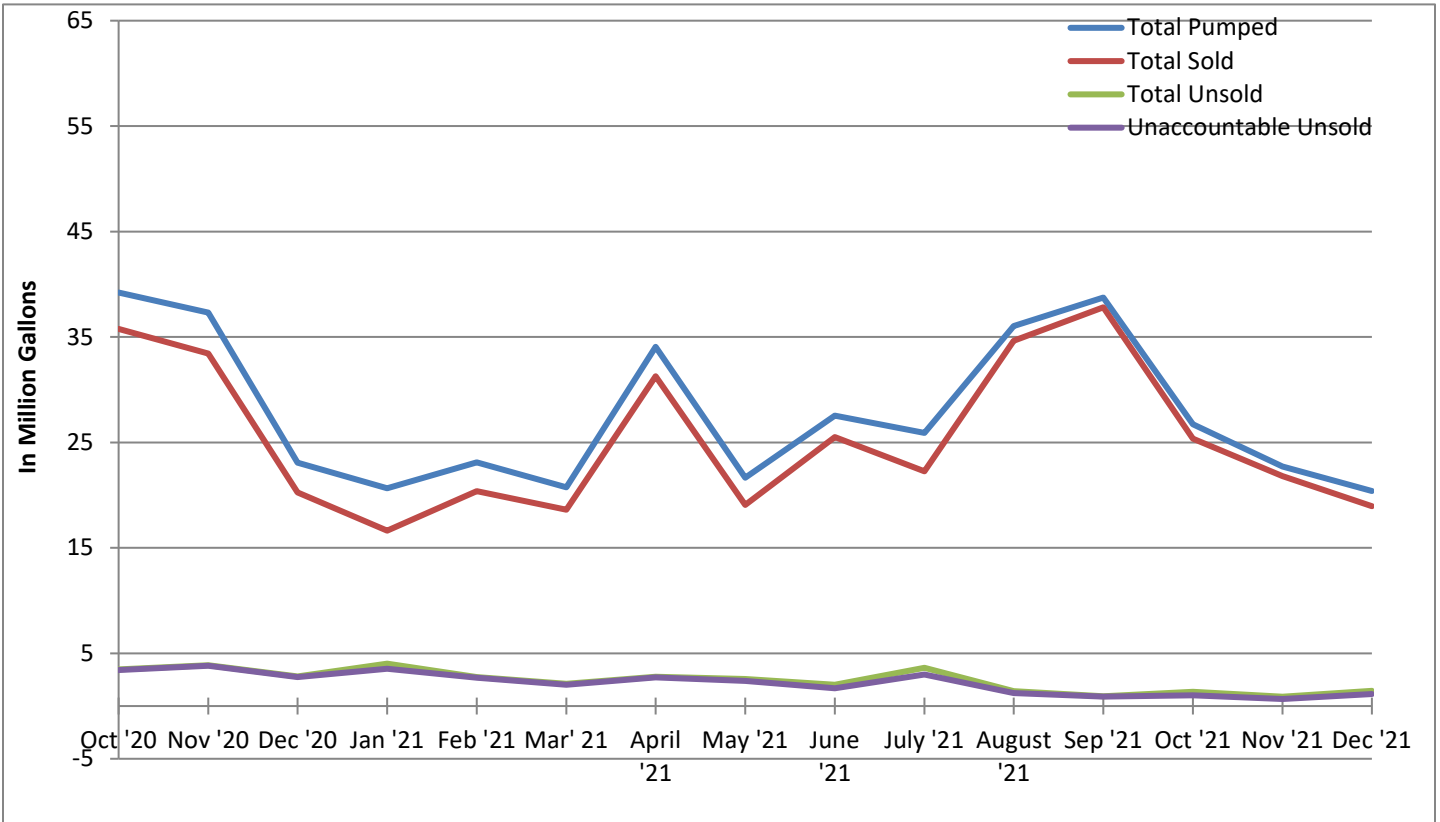


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	59.08	426.51	189.65	0
Trinity Well Usage AC/FT:	.056	437.14	N/A	0

Water Quality

Backteriological Samples	Due :	Missed:	Passed:	Failed:
Distribution Samples :	6	0	6	0
Raw Water Samples :	4	0	4	0
Chlorine Residual Test:	31	0	31	0

2020 – 2021 Pumping Report



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%
Oct '21	26,719	25,368	1,351	1,025	3.8%
Nov '21	22,702	21,817	8,858	668	2.9%
Dec '21	20,393	18,955	1,438	1,149	5.6%
Yearly Average	27,046	25,342	3,454	1,918	7.2%
Yearly national average					16%

Water Department Monthly Activities:

New Installed Meters	0	Work Orders	282
Meter Replacements	1	Locates	33
City Owned Leaks	3	Irrigations Permits Issued	0
Meters Read	1687	Total Rebates	0
Meter Tests	0	Active Leak info code alerts	177
Automatic Draft Customers	675	E-Billing Customers	378
AMI Customer Portal Profiles	587		

*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	0	Approved	0	Amount Approved	\$0	Denied	0	Sent to Water Commission	1
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Projects & Announcements:

Project	Status Update	Estimated Completion	Issues/Required Actions
2252 Wastewater Project	Ongoing	Contractor has installed 100% of the Wastewater Main	
2252 TxDOT Water Line	Ongoing		Working on Funding

COVID-19 Pandemic

The utilities 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.



City of Garden Ridge

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

January 11, 2022

To: Chair Mueller and Water Commission

From: City Administrator Cain

Re: Pensionmark Office Center - Transferable Water Rights

The Pensionmark Office Center project is planned to be an office and retail development. The development will be a phased project. The Master Development Plan and Preliminary Plat for the project have been approved by City Council. The Application for Water and Wastewater Utility Service is attached and contains a calculation for water use for Phase 1 and Phase 2 of the project development. The calculation for Phase 1 is for 8.23 acre feet and Phase 2 for 12.66 acre feet of water. At completion of both phases the amount of transferable water rights totals 20.89 acre feet. The water rights calculation is for both internal and external water usage.

Garden Ridge Ordinance 7 requires that the developer provide the City with transferable water rights to support their development and ensure an adequate supply of water is maintained for existing customers. The transferable water rights will need to be Edwards water rights. It is recommended that the Pensionmark Office Center transfers to the City of Garden Ridge at minimum 8.23 acre feet of Edwards water rights for Phase 1 prior to filing of the final plat for the project and at minimum 12.66 acre feet of Edwards water rights to the City of Garden Ridge prior to the issuance of building permits related to Phase 2 of the project.

Respectfully,

Nancy Cain
City Administrator

CITY OF GARDEN RIDGE
APPLICATION FOR WATER AND WASTEWATER UTILITY SERVICE WORKSHEET

Application Date:	7/28/2021		
SERVICE ADDRESS:	XXXXX FM 2252		
	GARDEN RIDGE, TX 78266		
ACCOUNT SETUP FEES (DEPOSIT)	COST		
APPLICATION FEE	\$100		
WATER SERVICE FEES			
Water LUE (average)	565		gallons per day
ITEM	COST PER UNIT		
City of Garden Ridge Impact Fees vary based on meter size.	Meter Size	LUE Ratio	Number of Meters
	5/8"	1	
	3/4"	1.5	
	1"	2.5	
	1.5"	5	\$1550 x 5
Meter Size (Capacity 80 GPM)	2"	8	\$1850 x 1
	3"	15(D)/18(T)	
	4"	25(D)/30(T)	
	6"	50(D)/60(T)	
	8"	90(T)	
WATER CAPITAL RECOVERY FEES			\$9,600
Note: (D) - Displacement Meter and (T) - Turbine Meter			
WATER IMPACT FEES	COST PER LUE	NUMBER OF LUEs	FEES
City of Garden Ridge (Per LUE)	\$4,581	33	\$151,173
WATER IMPACT FEES (DEPOSIT)			\$151,173

PH1

1 LUE = 565 gal/day

Domestic = 2" 1x5 = 8 LUE

Irrigation = 1.5" 1x5 = 5 LUE

total = 13 LUE

13 x 565 = 7,345 gal/day

$\frac{7,345 \times 365}{325,951} = 8.23 \text{ ac/ft}$

PH2

Domestic = 1.5" 3x5 = 15 LUE

Irrigation 1.5" 1x5 = 5 LUE

total = 20 LUE

20 x 565 = 11,300 gal/day

$\frac{11,300 \times 365}{325,951} = 12.66 \text{ ac/ft}$



June 22, 2021

Nancy Cain
City Administrator
City of Garden Ridge
9400 Municipal Pkwy,
Garden Ridge, TX 78266

**RE: Pensionmark Office Center
Master Development Plan**

Dear Ms. Cain:

This letter is to present our plans for the Pensionmark Office Center approximately 440 feet southwest of the intersection of Nacogdoches Road (FM 2252) and Nacogdoches Loop (Old Nacogdoches Road). This property will be developed in phases as a professional office center. Phase one will contain one (1) building totaling approximately 11,500 SF with associated parking and a detention pond. Phase 2 will contain three (3) buildings totaling 21,200 SF with associated parking.

The property's current zoning as Neighborhood Service (B-1). Office and zoning would include clinics, banking offices, and professional parks. This development will be a step towards improving the area along FM 2252 that is currently vacant and unplatted land.

It is our understanding that TXDOT is expanding the infrastructure along FM 2252. The site will be designed to accommodate future TXDOT plans. This site will also tie into the existing 12" line along FM 2252 for water service. For sewer service, the site utilize a system of grinder pumps and lift stations and tie into the new sewer line recently constructed along Nacogdoches Loop.

In existing conditions, the property slopes from northwest to southeast. The planned detention pond will be along the eastern property to take advantage of the natural slope. The additional surface runoff will continue as in existing condition into Nacogdoches Loop.

Please accept this letter for the Pensionmark Office Center Master Development Plan. If you should have any questions or need additional information, please do not hesitate to give me a call at (210) 581-1111.

Regards,

A handwritten signature in black ink, appearing to read 'Steve Lin'.

Steve Lin, PE
Senior Project Manager

Enclosed (1): 1. Master Development Plan



Area Map

NOT TO SCALE

Future Agenda Items

Water Commission

February 15, 2022 Regular Meeting

14 days before Meetings	(02/01/2022)	Water Commission and Staff items are due.
11 days before Meetings	(02/04/2022)	Water Commission Chair reviews agenda. City Attorney is sent agenda.
7 days before Meetings	(02/08/2022)	Post agenda on bulletin board. Water Commission receives packet (allowing a day for corrections/request additional information be added)
5 days before Meetings	(02/10/2022)	Post agenda packet to City Website.
4 days before Meetings	(02/11/2022)	(72 hours) – Local Government Code requirement for posting

City Council = Red
 Quarry Commission = Purple
 Planning & Zoning = Green
 Water Commission = Blue
 Wildlife Management Advisory Commission = Brown
 Municipal Court = Gray
 City Event = Yellow
 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					

March 15, 2022 Regular Meeting

14 days before Meetings	(03/01/2022)	Water Commission and Staff items are due.
11 days before Meetings	(03/04/2022)	Water Commission Chair reviews agenda. City Attorney is sent agenda.
7 days before Meetings	(03/08/2022)	Post agenda on bulletin board. Water Commission receives packet (allowing a day for corrections/request additional information be added)
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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