



City of Garden Ridge

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

AGENDA WATER COMMISSION REGULAR MEETING TUESDAY, SEPTEMBER 20, 2022, 6:00 PM

The Water Commission will meet in a regular session on Tuesday, September 20, 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 July 19, 2022, 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 August and September City Council Regular Meetings.

c. Recommendations

1. 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.

2. Ordinance No. 210-042022 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting board and commission policies and procedures; providing a cumulative and savings clause; providing for severability; and declaring an effective date.

- i. Accept the resignation of Commissioner Reynolds.
- ii. Discuss expiring terms (September 30, 2022) of Commissioner Stone, and Commissioner Haltaman.
- iii. Make recommendations to City Council for consideration of reappointment.

d. Future Agenda Items

1. Commissioners input on agenda items.

2. Announce the date, time, and location for next meeting (October 18, 2022, at 6:00 p.m. at City Hall).

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 5:00 p.m. on September 14, 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, JULY 19, 2022, 6:00 P.M.

Commissioners Present:

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

Commissioners Absent:

Commissioner Joseph Haltaman
Commissioner Brenda Reynolds

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, July 19, 2022, 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: None wished to speak.

5. Business Items

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

a) Approvals

1. Minutes for June 21, 2022, Water Commission Regular Meeting.

Motion: A motion was made by Commissioner Stone, seconded by Commissioner Dr. Carmichael, to approve the minutes for the June 21, 2022, Water Commission Regular Meeting. The Commission voted three (3) 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 July City Council Meeting.

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

3. Status of review of Leak Adjustment Request for 20646 Wahl Lane.

Steven Steinmetz, Public Works Director, updated the Commission on the status of the review of Leak Adjustment Request for 20646 Wahl Lane.

c) Recommendations

1. Discuss and make possible recommendations on the Leak Adjustment Process.

Chair Mueller discussed possible recommendations on the Leak Adjustment Process.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Stone, to recommend to City Council the approval of the proposed amendments to Ordinance No. 54 Section 16.07 c) Water Loss Adjustment. The Commission voted three (3) for and none (0) opposed. The motion carried unanimously.

2. 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.

d) Future Agenda Items

1. Commissioners input on agenda items.

None at this time.

2. Announce the date, time, and location for next meeting (Tuesday, August 16, 2022 at 6:00 p.m. at City Hall).

Chair Mueller announced the next Water Commission Regular Meeting will be held on Tuesday, August 16, 2022, at 6:00 p.m. at City Hall in the City Council Chambers.

6. Citizen Comment Period: None wished to speak.

7. Adjournment

Motion: A motion was made by Commissioner Stone, seconded by Commissioner Dr. Carmichael, to adjourn. The Commission voted three (3) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, July 19, 2022, Water Commission Regular Meeting was adjourned at 7:05 p.m. by Chair Mueller.

ATTEST:

James Mueller
Chair

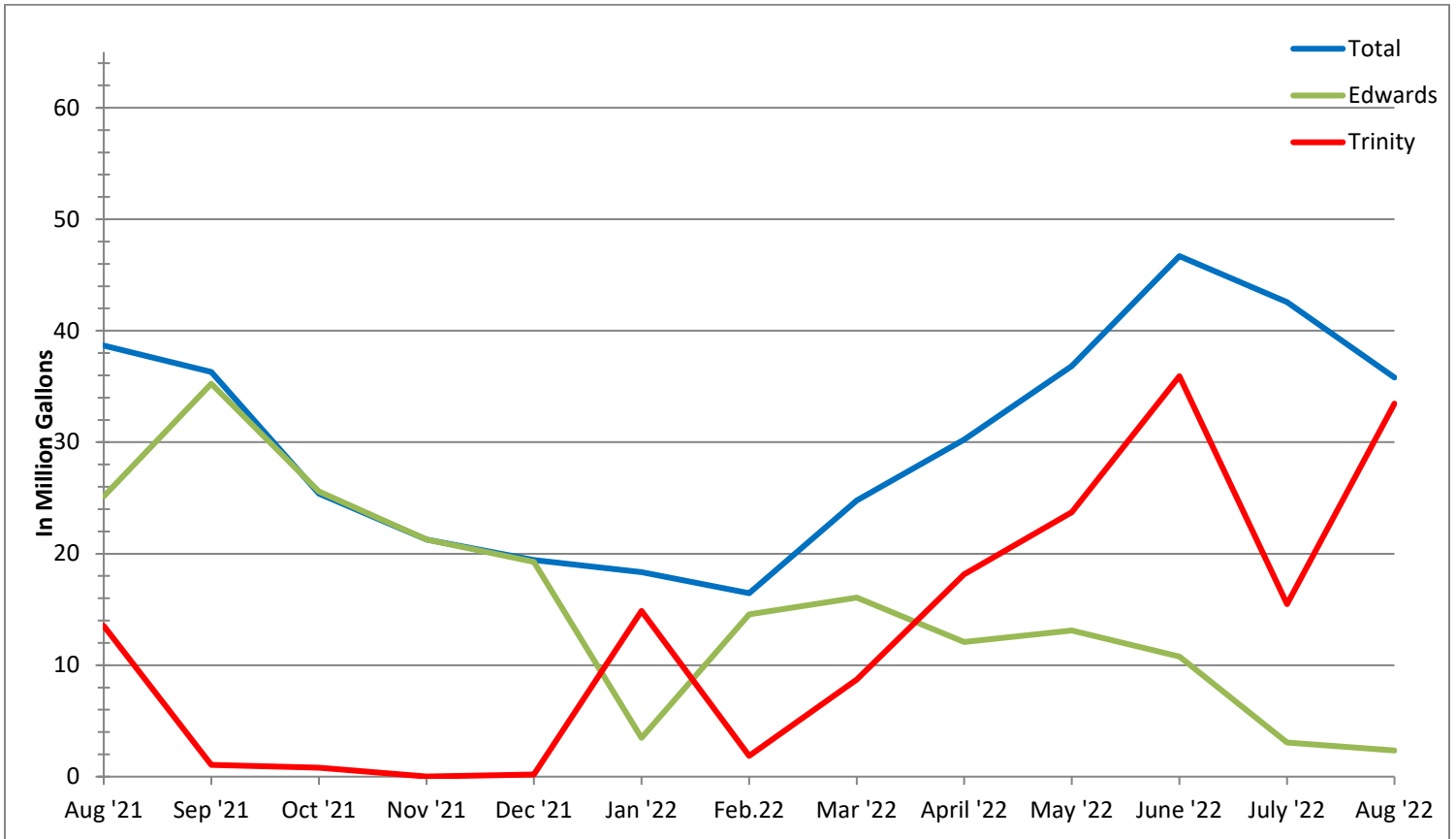
Michelle Hinojosa
Utility Clerk



Utilities Department Report

As of August 31, 2022

City of Garden Ridge Aquifer Usage

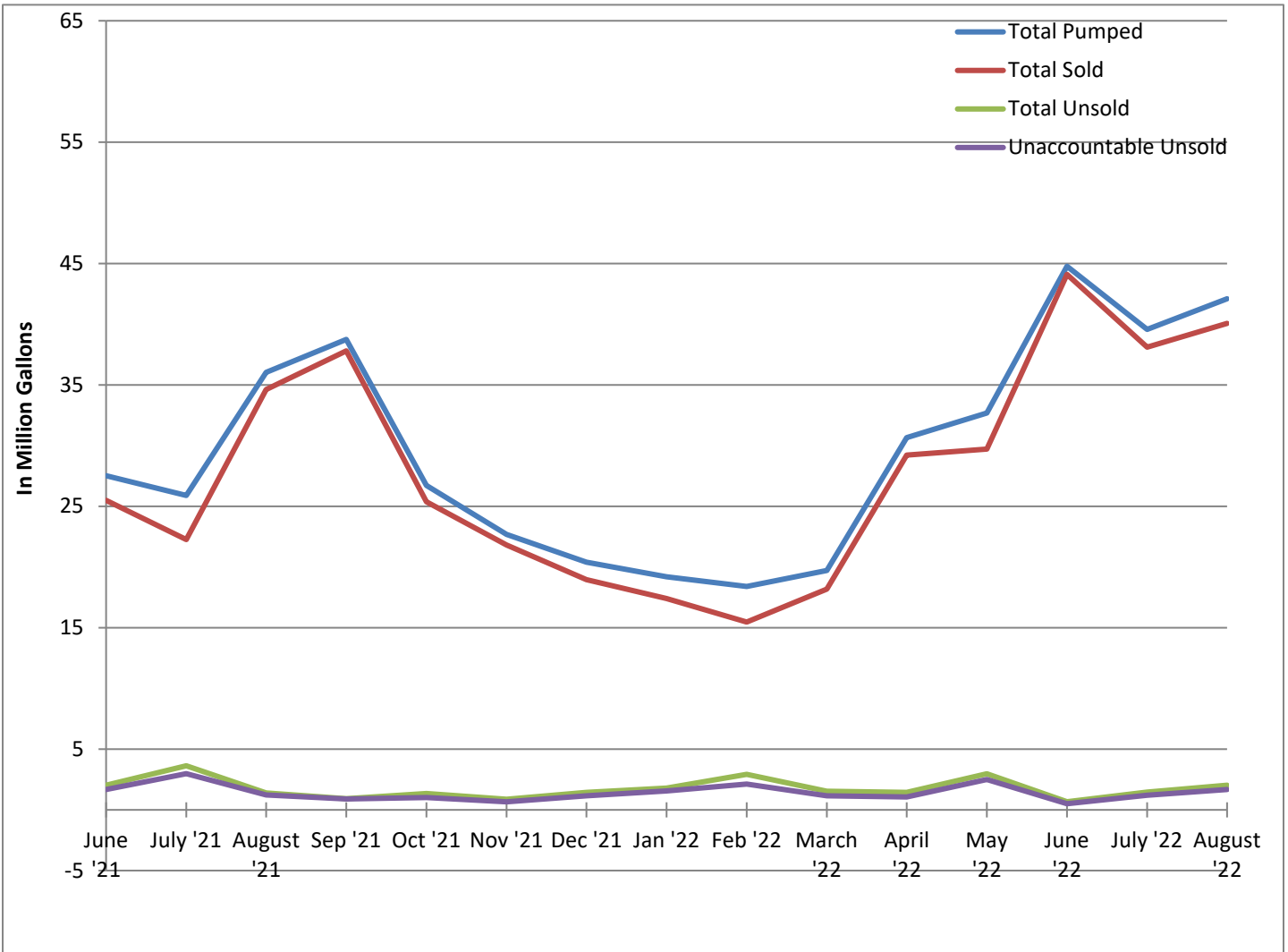


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	7.2	231.47	325.24	3
Trinity Well Usage AC/FT:	102.70	540.83	N/A	0

Water Quality

Backteriological Samples	Due :	Missed:	Passed:	Failed:
Distribution Samples :	6	0	6	0
Speacial Samples :	1	0	1	0
Chlorine Residual Test:	31	0	31	0

2021 – 2022 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
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%
Jan '22	19,203	17,414	1,789	1,553	8.1%
Feb '22	18,402	15,471	2,931	2,131	11.6%
Mar '22	19,708	18,182	1,526	1,160	5.9%
April '22	30,656	29,217	1,439	1,073	3.5%
May '22	32,689	29,713	2,976	2,505	7.7%
June '22	44,778	44,108	6,703	506	1.1%
July '22	39,584	38,121	1,463	1,196	3.0%
Aug '22	42,087	40,066	2,021	1,687	4.0%
Yearly Average	30,542	28,021	3,485	1,296	5.0%
Yearly national average					16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	353
Meter Replacements	0	Locates	37
City Owned Leaks	2	Irrigations Permits Issued	0
Meters Read	1694	Total Rebates	0
Meter Tests	0		

AMI Information

	July	Aug.		July	Aug		
Total AMI Notifications	4374	2272	↓ 2102	Abnormal Usage	366	179	↓ 187
Automatic Draft Customers	685	684	↓ 1	Continuous Flow	99	91	↓ 8
AMI Customer Portal Profiles	690	701	↑ 11	Leak Info Code	676	528	↓ 148
E-Billing Customers	384	384	Same	Usage Trend	310	211	↓ 99

Stage 2 restriction alerts

August 1263

Down 1,660 from July

*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	3	Waiting for Customer	5	Approved	1	Amount Approved	\$250	Denied	0	Sent to Water Commission	0
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August 16, 2022

City of Garden Ridge Water Commission

Commission Chair James Mueller

Dear Chair Mueller,

Please accept this as notice of my resignation as Commissioner Place #1, effective immediately. I have learned a great deal in my relatively short time on the Commission, and I appreciate the opportunity to be a part of the overall team. Unfortunately, my business has increased, which limits my availability, and I am unable to meet the needs of the position.

Thank you again for the opportunity. I will continue to be an avid supporter of the Water Commission and tout the virtues of AMI. I am also happy to volunteer my services next Spring for a booth at Market Days if the Commission is interested.

Please let me know if you have any questions or require any additional information. Also please let me know if I am required to return my Water Commission Master Binder; I can easily drop it off at City Hall.

Best Regards,

Brenda

Brenda Reynolds

WATER COMMISSION TERMS OF OFFICE

Name	Place	Appointment & Expiration	Appointment & Expiration	Appointment & Expiration	Appointment & Expiration	Appointment & Expiration
Brenda Reynolds	1	August 2021 September 2022				
Dr. Richard Carmichael	2	December 2019 September 2021	October 2021 September 2023			
Don Stone	3	April 2021 September 2022				
Joseph Haltaman	4	June 2019 September 2020	October 2020 September 2022			
James Mueller (Appointed Chair April 2021-current)	5	October 2019 September 2021	October 2021 September 2023			
Keven Harshbarger (Appointed Vice-Chair October 2019-current)	6	October 2015 September 2017	October 2017 September 2019	October 2019 September 2021	October 2021 September 2023	

(P)= Partial term of less than ½ the term remaining

Future Agenda Items

Water Commission

October 18, 2022 Regular Meeting

14 days before Meeting	(10/04/2022)	Water Commission and Staff items are due.
11 days before Meeting	(10/07/2022)	Water Commission Chair reviews agenda. City Attorney is sent agenda.
7 days before Meeting	(10/11/2022)	Post agenda on bulletin board. Water Commission receives packet (allowing a day for corrections/request additional information be added)
5 days before Meeting	(10/13/2022)	Post agenda packet to City Website.
4 days before Meeting	(10/14/2022)	(72 hours) – Local Government Code requirement for posting

City Council = Red

Planning & Zoning = Green

Water Commission = Blue

Municipal Court = Dark Gray

City Holiday = Orange

City Event = Yellow (National Night Out/First Friday)

Comal County Election Early Voting = Light Gray

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					

November 15, 2022 Regular Meeting

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

City Council = Red

Planning & Zoning = Green

Water Commission = Blue

Municipal Court = Dark Gray

City Holiday = Orange

City Event = Yellow (First Friday)

Comal County Election Early Voting = Light Gray

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			

PENDING FUTURE AGENDA ITEMS