



MINUTES
WATER COMMISSION
REGULAR MEETING
TUESDAY, JANUARY 16, 2024 | 6:00 P.M.

Commissioners Present:

Vice-Chair Keven Harshbarger
Commissioner Dr. Richard Carmichael
Commissioner Don Stone
Commissioner William Pohl
Commissioner Steven Stedman
Mayor Robb Erickson, Ex-Officio

Commissioners Absent:

Chair James Mueller
Vacant Position

City Staff, City Councilmembers, and Other Commissioners Present:

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

1. Call to Order:

With a quorum of the Water Commissioners present, Vice-Chair Harshbarger called the regular meeting of the Garden Ridge Water Commission to order at 6:00 p.m. on Tuesday, January 16, 2024, 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: Vice-Chair Harshbarger 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 November 21, 2023, Water Commission Regular Meeting.

Motion: A motion was made by Commissioner Pohl, seconded by Commissioner Dr. Carmichael, to approve the minutes for the November 21, 2023, 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 City Council Regular Meetings.

Vice-Chair Harshbarger updated the Commission on the items applicable to the Commission discussed at the City



Council Meetings.

3. AMI Portal Usage and Outreach Efforts.

Vice-Chair Harshbarger updated the Commission on the AMI Portal Usage and Outreach Efforts.

c) Recommendations

1. Request for water loss adjustment for 9610 Meadow Rue for the billing period of September 22, 2023 - October 23, 2023.

Steven Steinmetz, Public Works Director, answered questions regarding the request for water loss adjustment for 9610 Meadow Rue for the billing period of September 22, 2023 - October 23, 2023.

i. Review and make recommendation regarding the request.

Motion: A motion was made by Commissioner Pohl, seconded by Commissioner Stone, to recommend to City Manager, Nancy Cain approval of a water loss adjustment credit of \$449.50 for 9610 Meadow Rue for the billing period of September 22, 2023 – October 23, 2023. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

2. Request for water loss adjustment for 20950 Klein Circle for the billing period of July 21, 2023 - August 23, 2023.

Steven Steinmetz, Public Works Director, answered questions regarding the request for water loss adjustment for 20950 Klein Circle for the billing period of July 21, 2023 - August 23, 2023.

i. Review and make recommendations regarding the request.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Pohl, to recommend to City Council approval of a water loss adjustment credit of \$1,244.20 for 20950 Klein Circle for the billing period of July 21, 2023 - August 23, 2023. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Request for appeal on water loss adjustment denial for 9497 Cinchona Trail for the billing period of November 21, 2022 - December 22, 2022.

Steven Steinmetz, Public Works Director, answered questions regarding the denial for water loss adjustment for 9497 Cinchona Trail for the billing period of November 21, 2022 - December 22, 2022.

i. Review and make recommendations regarding the request.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Stone, to recommend to City Council denial of the appeal for a water loss adjustment for 9497 Cinchona Trail for the billing period of November 21, 2022 - December 22, 2022. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

4. Ordinance No. 210-102022 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. Receive recommendations and consideration of appointment of Water Commission Chair and Vice-Chair for one-year term effective October 2023.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Stone to accept appointment of James Mueller, Water Commission Chair for one-year term effective October 2023. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Stone to accept appointment of William Pohl, Water Commission Vice-Chair for one-year term effective immediately. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

d) Future Agenda Items

1. Commissioners input on agenda items.

Vice-Chair Harshbarger requested the AMI Portal Usage and Outreach Efforts be kept on the next agenda.

2. Announce the date, time, and location for next meeting (Tuesday, February 20, 2024, at 6:00 p.m. at City Hall).

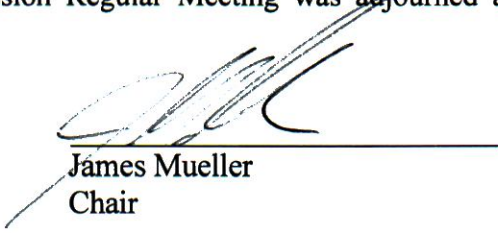
Vice-Chair Harshbarger announced the next Water Commission Regular Meeting will be held on Tuesday, February 20, 2024, at 6:00 p.m. at City Hall in the City Council Chambers.

6. Citizen Comment Period:

Tom Klimas, 9610 Meadow Rue, spoke regarding the Water Loss Adjustment process.

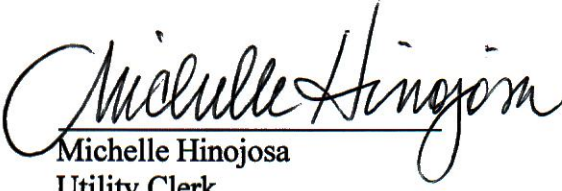
7. Adjournment:

Motion: A motion was made by Commissioner Pohl, 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, January 16, 2024, Water Commission Regular Meeting was adjourned at 7:09 p.m. by Vice-Chair Harshbarger.



James Mueller
Chair

ATTEST



Michelle Hinojosa
Utility Clerk

JANUARY 16, 2024

**WATER COMMISSION REGULAR MEETING
SECOND CITIZEN COMMENT PERIOD**

NAME

ADDRESS

SUBJECT

1. Thomas Klimas

9610 Meaden Rve

Water Loss Completion

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