

The Garden Ridge City Council will meet in a regular session on Wednesday, August 6, 2025, at 6:00 p.m. 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/Roll Call**2. Pledge of Allegiance****3. Citizen Comment Period – limited to 30 minutes total**

Rules for Citizens' Participation: The City Council welcomes citizen participation and comments at all City Council Meetings. If you speak, you must follow these guidelines:

- a) Respect and courtesy:
 - 1. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
 - 2. Show the City Council 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.

4. Consent Agenda

THESE ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A COUNCILMEMBER. PUBLIC COMMENT ON THESE ITEMS MAY BE HEARD DURING CITIZENS' PARTICIPATION; HOWEVER, THAT DOES NOT MEAN THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of Minutes for the July 2, 2025, City Council Regular Meeting.
- b) Approval of Minutes for the July 23, 2025, City Council Special Meeting.
- c) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – June 30, 2025.

5. Staff Reports

- a) City Manager Monthly Activity Report.
 - City/employee recognitions, *Volunteer Garden Ridge!*, Community and Event Center report, building permits, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- b) Finance/HR Monthly Activity Report.
 - Financial reporting, audits, employee benefits, communication efforts, upcoming events, personnel updates, and continuity of operations.



- c) City Secretary Monthly Activity Report.
 - Administrative operations and projects, records management, communication efforts, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- d) Police Department Monthly Activity Report.
 - Traffic/code compliance enforcement, criminal activity, upcoming events, personnel updates, and continuity of operations.
- e) Public Works Department Monthly Activity Report.
 - Public Facilities: Street/right-of-way maintenance, drainage facility/easement maintenance, City facilities maintenance, animal services, personnel updates, and continuity of operations.
 - Utilities: Water pumping/usage from City wells, system infrastructure maintenance/repairs/projects, leak adjustments, water/drought management, personnel updates, and continuity of operations.
- f) Library Monthly Activity Report.
 - Upcoming events and continuity of operations.

6. City Engineer Projects Status Reports

- a) FM 2252 TxDOT Project: receive report and provide direction, as needed.
- b) Land Development Projects: receive report and provide direction, as needed.

7. City Commission Reports/Recommendations/Possible Actions

- a) Planning and Zoning Commission:
 - 1. Receive monthly activity update as applicable.
- b) Water Commission:
 - 1. Receive monthly activity update as applicable.

8. Approvals and Authorizations

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

- a) Ordinance No. 54-082025 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive water company for the City of Garden Ridge; providing definitions and statement of organization; establishing a water commission, general policies, regulations and rules, and rates and billing cycles; providing for a penalty; providing for severability; and declaring an effective date.
- b) Appointment of Ex-Officio Member to the Water Commission.
- c) 2025 Tax Rates.
 - 1. Review the 2025 No-New-Revenue, Voter-Approval, and De Minimis Tax Rate Calculations.
 - 2. Propose, by record vote, a tax rate for the 2025 tax year.
 - 3. Announce date, time, and place of 2025 tax rate public hearing and adoption.
- d) Request from Buckley Powder Co., for a Partial Exemption Permit to conduct blasting activities at Heidelberg Materials Servtex Quarry for the period of October 1, 2025 – September 30, 2026, and set annual permit fee.
- e) Discussion on possible amendments to Ordinance No. 168 related to the use of golf carts.

9. Updates

- a) City Council Projects.
 - 1. Aggregate Production Operations (APO) impacting Garden Ridge (Swint and Arvidson).
 - 2. Mitigation of growth and encroachment impacts on Garden Ridge (Swint and Harralson).
 - 3. Economic Development (Smith and Swint).

10. Discussion of Future Agenda Items

11. Citizen Comment Period – limited to 20 minutes total

See “Rules for Citizens’ Participation” under Item 3.

12. Reports and Comments from Mayor and City Councilmembers

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

- 100 Club of Comal County
- Alamo Area Metropolitan Planning Organization/Technical Advisory Committee
- Boy Scouts and/or Girl Scouts
- City of Garden Ridge sponsored events and outreach efforts
- Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)
- Counties (Bexar/Comal/Guadalupe)
- Families of Garden Ridge
- Garden Ridge Lions Club and Garden Ridge Women’s Club
- Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol
- Great Springs Project
- Greater Bexar County Council of Cities
- Hill Country Alliance
- Northeast Partnership
- Texas Department of Transportation (TxDOT)
- Tri-County Chamber of Commerce

13. 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 Council Authorized: The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

Executive Sessions Authorized: This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of the other city boards, 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 are 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, Marisa Spencer, posted this Agenda at 10:00 a.m. on July 30, 2025, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary

Councilmembers Present:

Mayor Lisa Swint
Councilmember Jim Mueller
Councilmember Krendra Harralson
Councilmember Todd Arvidson
Councilmember Brian Reyes

Councilmembers Absent:

Mayor Pro-Tem Kelly Smith

City Staff Present:

Ryan Rapelye, City Manager
Marisa Spencer, City Secretary
Cyndi Simmons, Assistant City Secretary
Daniel Bellinger, Assistant Chief of Police
Robyn Achu, Finance/HR Director
Eric Lowman, Public Facilities Foreman
Duane Scognio, Utilities Foreman
Wendy Bippert, Assistant Librarian
Natalie Thamm, City Attorney

1. Call to Order/Roll Call

With a quorum of the City Councilmembers present, Mayor Swint called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, July 2, 2025, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Mayor Swint led the Pledge of Allegiance and Texas Pledge.

3. Proclamations/Presentations**a) Municipal Clerk's Office Achievement of Excellence Award.**

Mayor Swint presented the Municipal Clerk's Office Achievement of Excellence Award to City Secretary Marisa Spencer and Assistant City Secretary Cyndi Simmons.

4. Citizen Comment Period

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding stormwater management.

5. Consent Agenda

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- a) Approval of Minutes for the June 4, 2025, City Council Regular Meeting.**
- b) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – May 31, 2025.**
- c) Bexar Metro 9-1-1 Network Fiscal Year 2025 Financial Plan and Budget.**
- d) Designate Comal County Tax Assessor-Collector to calculate 2025 Tax Rate for the City of Garden Ridge.**

Motion: A motion was made by Councilmember Mueller, seconded by Councilmember Arvidson, to approve consent agenda items a)-d). The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

6. Staff Reports

a) City Manager Monthly Activity Report.

City Manager Ryan Rapelye reviewed employee recognitions/employee anniversaries and spoke regarding continuity of city operations.

b) Finance/HR Monthly Activity Report.

Finance/HR Director Robyn Achu spoke regarding continuity of operations related to the Finance/HR Department.

c) City Secretary Monthly Activity Report.

City Secretary Marisa Spencer reviewed the monthly activity report and spoke regarding continuity of operations related to the Administrative Department.

d) Police Department Monthly Activity Report.

Assistant Chief Bellinger reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department.

e) Public Works Department Monthly Activity Report.

Public Facilities Foreman Eric Lowman and Utilities Foreman Duane Scognio reviewed the monthly activity report and spoke regarding continuity of operations related to the Public Works Department.

f) Library Monthly Activity Report.

Assistant Librarian Wendy Bippert reviewed the monthly activity report and spoke regarding continuity of operations related to the Library.

7. City Engineer Projects Status Reports

City Engineer Hank Crippen reviewed the City Engineer monthly activity report and addressed questions from Councilmembers.

8. City Commission Reports/Recommendations/Possible Actions

a) Planning and Zoning Commission:

1. Receive monthly activity update as applicable.

Mayor Swint stated the Commission did not meet in June.

b) Water Commission:

1. Water Rate Structure.

1.1. Receive recommendation from Water Commission.

Chair Pohl stated the Commission reviewed options presented by city staff and the Commission recommends approval of a Water Rate Structure for FY2026 consisting of a \$4.00 base rate increase and a 4% tier rate increase.

1.2. Discuss and take action.

The City Council discussed the water rate structure.

Motion: A motion was made by Councilmember Mueller, seconded by Councilmember Arvidson, to approve the Water Commission's recommendation and approve a Water Rate Structure for FY2026 consisting of at \$4.00 base rate increase and a 4% tier rate increase. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

2. Receive monthly activity update as applicable.

Chair Pohl provided City Council with an update on items discussed during the Commission meeting.

9. Approvals and Authorizations

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

a) Bid Award for Bat Cave Road.

City Engineer Hank Crippen stated Trihydro solicited bids for the City of Garden Ridge Bat Cave Road Improvements Project and spoke regarding the bid evaluation process. City Engineer Hank Crippen stated Trihydro recommends awarding the Contract to the apparent low bidder, Dean Word Company, who has submitted the best value bid to the City.

Motion: A motion was made by Councilmember Reyes, seconded by Councilmember Harralson, to award the Contract for the City of Garden Ridge Bat Cave Road Improvements Project to Dean Word Company for \$312,333.75. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Republic Services Annual Rate Adjustment.

Tom Armstrong, Republic Services, and City Manager Ryan Rapelye reviewed Republic Services Annual Rate Adjustment and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Reyes, seconded by Councilmember Harralson, to approve the 4.79% CPI rate increase as proposed by Republic Services and the corresponding amendment to Ordinance No. 143-072025. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

c) Resolution No. 535-072025 A Resolution of the City Council of the City of Garden Ridge, Texas, amending the Aggregate Production Operations Advisory Council for the City of Garden Ridge; appointing an additional member to inaugural term of advisory council; and providing an effective date.

City Manager Ryan Rapelye reviewed amendments to Resolution No. 535-072025 and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Reyes, seconded by Councilmember Harralson, to approve Resolution No. 535-072025 A Resolution of the City Council of the City of Garden Ridge, Texas, amending the Aggregate Production Operations Advisory Council for the City of Garden Ridge; appointing an additional member to inaugural term of Advisory Council; and providing an effective date. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously.

d) Agenda Format/Structure.

City Manager Ryan Rapelye reviewed the agenda format/structure and received input from Councilmembers.

e) FY2026 Budget Worksession.

City Manager Ryan Rapelye reviewed preliminary revenues and capital improvement projects for FY2026 and received input from Councilmembers.

10. Updates

a) City Council Projects.

1. Aggregate Production Operations (APO) impacting Garden Ridge (Swint and Arvidson).

Mayor Swint provided updates related to Aggregate Production Operations (APO) impacting Garden Ridge.

2. Mitigation of growth and encroachment impacts on Garden Ridge (Swint).

Mayor Swint provided updates related to mitigation of growth and encroachment impacts on Garden Ridge, and Councilmember Harralson volunteered to assist with this project.

3. Economic Development (Smith and Swint).

Mayor Swint provided updates related to Economic Development.

11. Discussion of Future Agenda Items

None at this time.

12. Citizen Comment Period

Dr. Jim Miller, 9910 Marie Meadow, spoke regarding rate increases.

13. Reports and Comments from Mayor and City Councilmembers

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

100 Club of Comal County, Alamo Area Metropolitan Planning Organization/Technical Advisory Committee, Boy Scouts and/or Girl Scouts, City of Garden Ridge sponsored events and outreach efforts, Comal ISD (Garden Ridge Elementary/ Danville Middle School/Davenport High School), Counties (Bexar/Comal/Guadalupe), Families of Garden Ridge, Garden Ridge Lions Club and Garden Ridge Women's Club, Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol, Great Springs Project, Greater Bexar County Council of Cities, Hill Country Alliance, Northeast Partnership, Texas Department of Transportation (TxDOT), Tri-County Chamber of Commerce.

Councilmember Reyes spoke regarding Comal ISD. Mayor Swint spoke regarding Comal County, Bexar County, Hill Country Alliance, Northeast Partnership, and Texas Department of Transportation.

14. Adjournment

There being no further business, the Wednesday, July 2, 2025, City Council regular meeting was adjourned at 7:34 p.m. by Mayor Swint.

ATTEST

Lisa Swint
Mayor

Marisa Spencer
City Secretary

Councilmembers Present:

Mayor Lisa Swint
Mayor Pro-Tem Kelly Smith
Councilmember Jim Mueller
Councilmember Krendra Harralson
Councilmember Todd Arvidson
Councilmember Brian Reyes

Councilmembers Absent:

None

City Staff Present:

Ryan Rapelye, City Manager
Marisa Spencer, City Secretary
Cyndi Simmons, Assistant City Secretary
Ron Eberhardt, Chief of Police
Robyn Achu, Finance/HR Director
Steven Steinmetz, Public Works Director
Linda Crosland, Library Director

1. Call to Order/Roll Call

With a quorum of the City Councilmembers present, Mayor Swint called the special meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, July 23, 2025, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Mayor Swint led the Pledge of Allegiance and Texas Pledge.

3. Citizen Comment Period

No one signed up to speak.

4. Approvals and Authorizations

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

- a) **Resolution No. 536-072025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 General Fund Budget Amendment #2 for the period of October 1, 2024, through September 30, 2025.**

City Manager Ryan Rapelye reviewed the Fiscal Year 2025 General Fund Budget Amendment #2 and addressed questions from Councilmembers.

Motion: A motion was made by Mayor Pro-Tem Smith, seconded by Councilmember Arvidson, to approve Resolution No. 536-072025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 General Fund Budget Amendment #2 for the period of October 1, 2024, through September 30, 2025. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Resolution No. 537-072025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 Water Company Operation and Maintenance Fund Budget Amendment #2 for the period of October 1, 2024, through September 30, 2025.

City Manager Ryan Rapelye reviewed the Fiscal Year 2025 Water Company Operation and Maintenance Fund Budget Amendment #2 and addressed questions from Councilmembers.

Motion: A motion was made by Councilmember Reyes, seconded by Councilmember Harralson, to approve Resolution No. 537-072025 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2025 Water Company Operation and Maintenance Fund Budget Amendment #2 for the period of October 1, 2024, through September 30, 2025. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

c) Fiscal Year 2026 Proposed Budgets for the City of Garden Ridge.

City Manager Ryan Rapelye and Finance/HR Director Robyn Achu reviewed the Fiscal Year 2026 proposed budgets for the City of Garden Ridge and addressed questions from Councilmembers.

5. Citizen Comment Period

Albert Haddad, 8908 Sonata Court, spoke regarding the Community and Event Center.

6. Adjournment

There being no further business, the Wednesday, July 23, 2025, City Council special meeting was adjourned at 6:54 p.m. by Mayor Swint.

ATTEST

Lisa Swint
Mayor

Marisa Spencer
City Secretary

CITY OF GARDEN RIDGE
MONTHLY ACCOUNT BALANCES & INTEREST RATES
PERIOD ENDED AS OF 06/30/2025

CITY FUNDS	BALANCE	CURRENT INTEREST RATE
GF OPERATING ACCOUNT	451,050.81	0.40%
GF MONEY MARKET	1,566,884.67	3.67%
PEG CAPITAL FEES	61,437.44	3.67%
TEXPOOL INVESTMENTS	3,409,694.02	4.30%
2017 I&S	2,612.43	3.67%
2012 I&S	27,733.61	3.67%
2012 REFI	13,173.32	3.67%
2015 I&S	47,331.64	3.67%
TEXPOOL WATER IMPACT FEES	196,001.83	4.30%
TEXPOOL STREET IMPACT FEES	67,832.82	4.30%
AMERICAN RECOVERY ACCT	5,841.98	3.67%
TEXPOOL AMERICAN RECOVERY ACCT	196,921.39	4.30%
ASSET/FORFEITURE - FED	92,296.54	3.67%
ASSET/FORFEITURE - STATE	28,947.12	3.67%
TOTAL CITY FUNDS	\$ 6,167,759.62	

WATER FUNDS	BALANCE	CURRENT INTEREST RATE
OPERATING ACCOUNT	1,018,013.93	3.67%
WATER SURCHARGE	164,483.69	3.67%
TEXPOOL WATER INVEST	1,364,715.38	4.30%
SIB LOAN I&S	3,346.66	3.67%
SIB RESERVE	47,599.38	3.67%
TOTAL WATER FUNDS	\$ 2,598,159.04	
TOTAL ALL ACCOUNTS	\$ 8,765,918.66	

CITY OF GARDEN RIDGE
CASH & INVESTMENTS STATEMENT
PERIOD ENDED AS OF 06/30/2025

GENERAL FUND	BALANCE
GF Operational Checking	\$ 451,050.81
GF Money Market	1,566,884.67
GF Peg Capital Fund	61,437.44
TexPool Investments	3,409,694.02
Restricted Amounts:	(378,028.51)
(Including GF Peg Capital Fund)	
TOTAL AVAILABLE FUNDS	\$ 5,111,038.43

WATER FUND	BALANCE
Operational Checking	\$ 1,018,013.93
TexPool Water Invest	1,364,715.38
Water Surcharge	164,483.69
Restricted/Unavailable Amounts	(984,809.24)
TOTAL AVAILABLE FUNDS	\$ 1,562,403.76

CITY OF GARDEN RIDGE
 STATEMENT OF ACTIVITIES
 PERIOD ENDING AS OF 06/30/2025

GENERAL FUND	Jun-25	YTD	FY 2025 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 158,555.79	\$ 3,529,887.51	\$ 3,959,169.00	89.16%	\$ 429,281.49
EXPENDITURES					
ADMINISTRATION	69,878.80	768,909.67	1,050,056.00	73.23%	281,146.33
COURT	11,053.60	81,167.58	117,447.00	69.11%	36,279.42
POLICE	130,836.72	1,262,676.82	1,774,300.00	71.16%	511,623.18
PUBLIC FACILITIES	101,602.63	632,651.97	1,332,962.00	47.46%	700,310.03
COMMUNITY CENTER	10,699.60	67,074.09	226,567.00	29.60%	159,492.91
LIBRARY	11,729.09	120,806.88	171,094.00	70.61%	50,287.12
FUND CHANGES/XFER	-	-	-	0.00%	-
TOTAL EXPENDITURES	335,800.44	2,933,287.01	4,672,426.00	62.78%	1,739,138.99
NET POSITION	\$ (177,244.65)	\$ 596,600.50	\$ (713,257.00)		\$ (1,309,857.50)

WATER FUND	Jun-25	YTD	FY 2025 BUDGET	% OF BUDGET	BUDGET BALANCE
REVENUES	\$ 178,217.06	\$ 1,632,497.09	\$ 2,353,016.00	69.38%	\$ 720,518.91
EXPENDITURES					
BOND PRINCIPLE PMTS	-	545,600.00	547,102.00		1,502.00
ALL OTHER EXPENDITURES	89,053.79	1,014,278.96	2,633,546.00		1,619,267.04
TOTAL EXPENDITURES	89,053.79	1,559,878.96	3,180,648.00	49.04%	1,620,769.04
REVENUE +/- EXPENDITURES	89,163.27	72,618.13	(827,632.00)		(900,250.13)

CITY OF GARDEN RIDGE
STATEMENT OF ACTIVITIES - COMMUNITY CENTER
PERIOD ENDING AS OF 06/30/2025

	YTD	Budget	% OF BUDGET
REVENUES			
RENTALS	\$ 74,733.00	90,000.00	83.0%
DEPOSITS	(375.00)	4,700.00	-8.0%
CLEAN-UP FEES	4,600.00	9,500.00	48.4%
TOTAL REVENUES	78,958.00	104,200.00	75.8%
 EXPENDITURES			
PAYROLL/TAXES/RETIREMENT	3,257.41	4,887.00	66.7%
MANAGER FEES	24,830.00	34,000.00	73.0%
COMPUTER MAINT/TRNG	1,266.54	1,680.00	75.4%
TELEPHONE	450.00	600.00	75.0%
UTILITIES	6,452.91	12,000.00	53.8%
MAINTENANCE	5,288.28	7,000.00	75.5%
SUPPLIES	1,727.21	2,200.00	78.5%
CLEANING	5,340.00	8,200.00	65.1%
EQUIPMENT	1,976.74	6,000.00	32.9%
MARKETING	-	-	
DONATION EXPENDITURES	-	-	
CAPITAL EXPENDITURES	16,485.00	150,000.00	11.0%
TOTAL EXPENDITURES	67,074.09	226,567.00	29.6%
 NET POSITION	 \$ 11,883.91	 \$ (122,367.00)	

Management's Discussion and Analysis of Results of Operations – 6/30/2025

GENERAL FUND

Cash

Total available funds as of June 30, 2025, are \$5,111,038

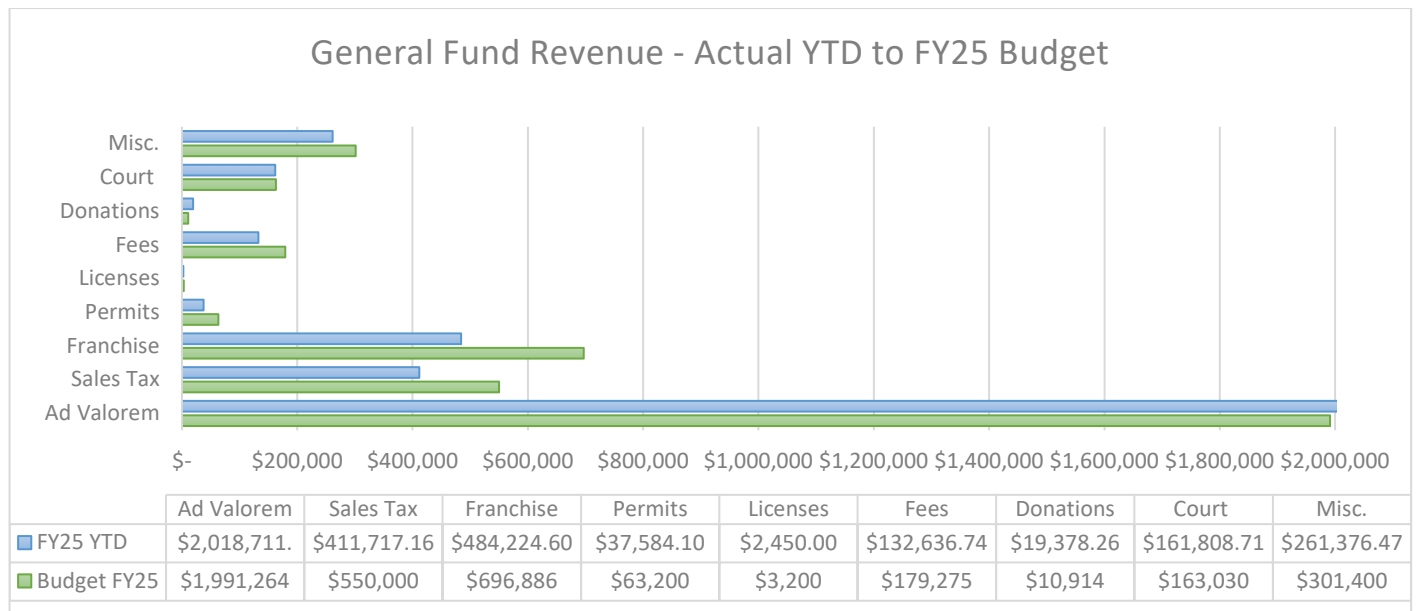
Revenue

Ad Valorem Tax received for June totals \$9,700. YTD collections total \$2,018,711 or 101% of the FY25 budget of \$1,991,264

Sale Tax Revenue received during the month of June totals \$50,076 for FY25. YTD totals \$411,717 or 75% of the \$550,000 budgeted for FY25.

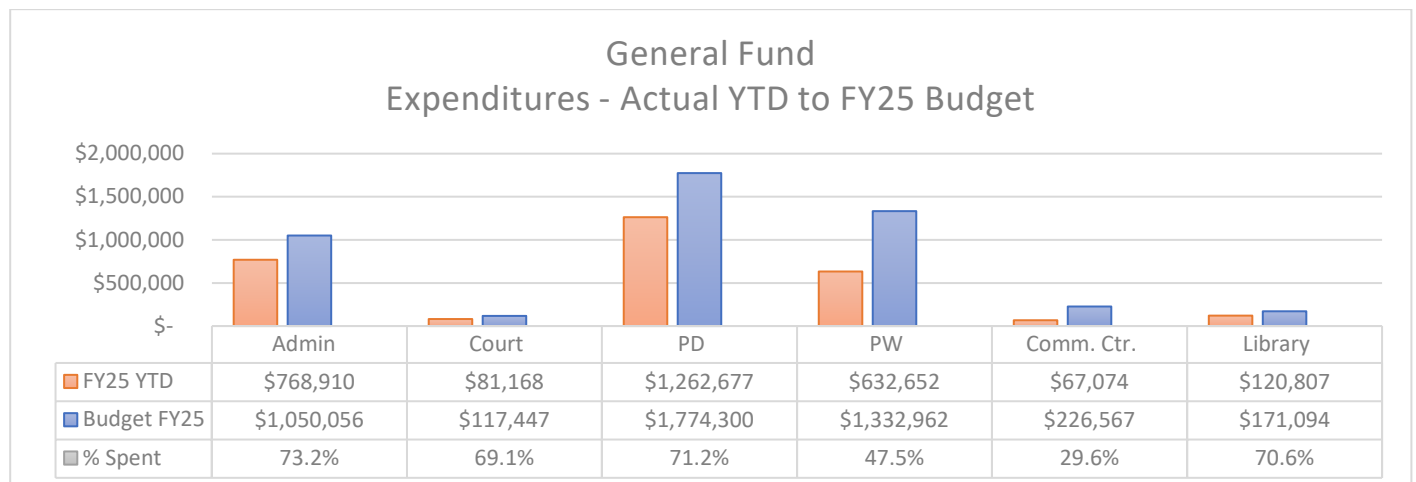
Annual Building Permits revenue totals \$36,609 or 59% of the \$62,000 budgeted for FY25.

Trash Collection YTD totals \$93,010 or 78% of the \$120,000 budgeted for FY25.



Expenditure

Expenditures for the month total \$335,800. YTD expenditures for FY25 total \$2,933,287 or 63% of the \$4,672,426 budget. All departments are operating within the FY25 budget.



WATER FUND

Meters

Current meters for June 2025 total 1691 vs 1693 for June 2024.

Cash

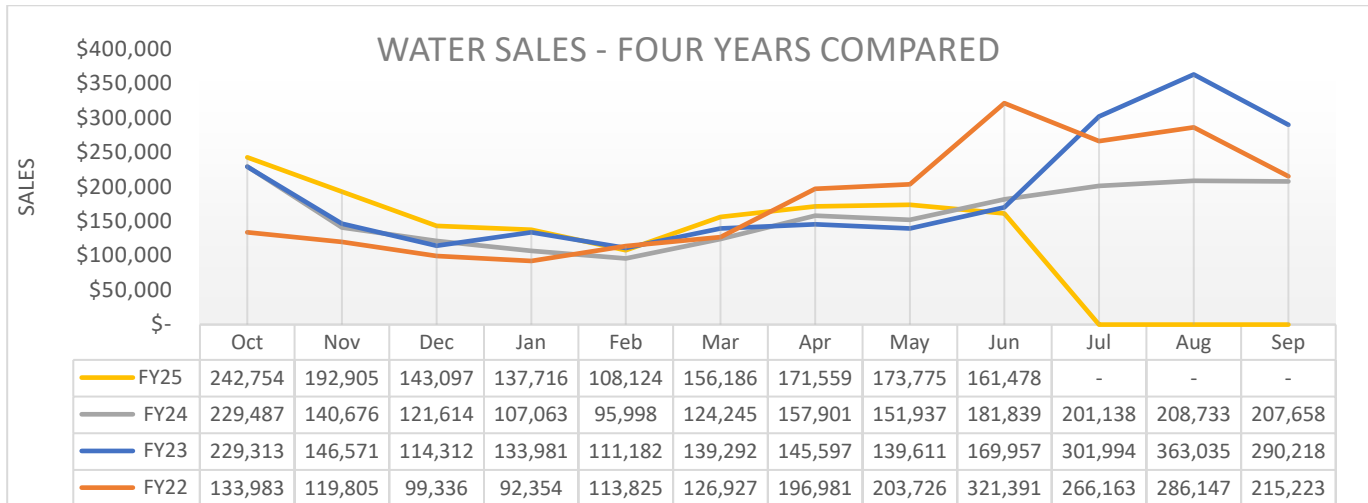
Total available funds as of June 30, 2025, are \$1,562,404.

Revenue

Revenue YTD totals \$1,632,497 or 69% of the \$2,353,016 budgeted for FY25. Total revenue for the same period last year was \$1,459,095.

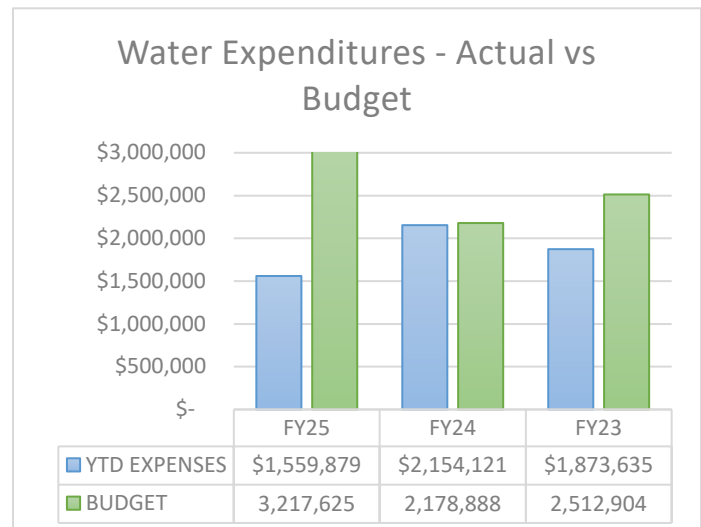
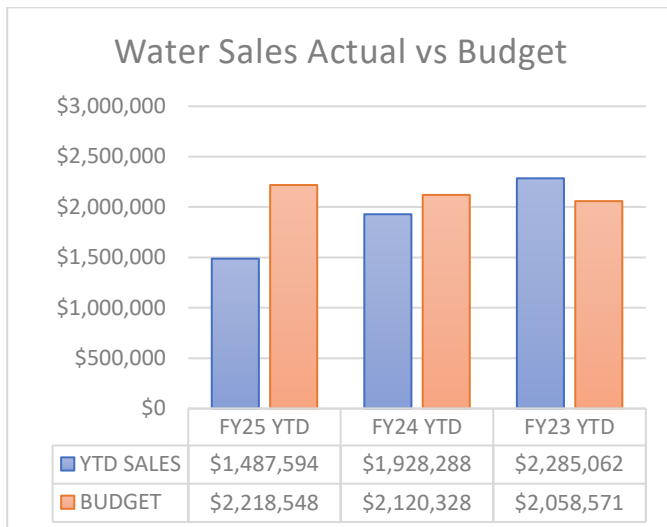
Water Sales for the month total \$161,478. YTD water sales total \$1,487,594 or 69% of the \$2,150,000 budgeted for FY25.

Meter installation revenue YTD totals \$0 or 00% of the \$4,000 budgeted for FY25.



Expenditure

Expenditures for the month total \$89,054. YTD expenditures for FY25 total \$1,559,879 or 49% of the \$3,180,648 budget.



Interest & Sinking Fund

Revenue

Ad Valorem Tax collections YTD total \$644,294 of the \$660,137 budgeted for FY25.

Expenditure

Bond interest payments and agent fees for June 2025 totaled \$0. The next bond payments are due in August 2025.

Capital Improvements Fund – (all accounts are restricted)

Cash Balance

Water Impact Fee Balance is \$196,002.

Street Impact Balance is \$67,833.

American Recovery Acct. Balance is \$202,763.

Revenue

No new revenue other than monthly interest which is included in the balances above to report for the month.

Asset Seizure Fund

Cash Balance

The Restricted Fund Balance is \$121,244.

Revenue

Month Revenue to report is \$341.

Expenditure

Month expenditures to report is \$147

Summary

The City of Garden Ridge is financially sound and operates within the Budget set forth by City Council.

Garden Ridge Community and Event Center
Monthly Report
July 1st thru July 31st ,2025

Utilization (by Days)

FY 24-25 (Current Month)	FY 24-25 (Current Year)	FY 23-24 (Year to Date)	FY 22-23 (Year to Date)
12	189	248	286

Wildflower (Booked Current Month) **Bluebonnet** (Booked Current Month)

10

2

Category Count (by Events)	(Current Month)	(Year to Date)
1. Resident / Non-Resident	4	57
2. City Chartered Non-Profit Organizations	2	24
3. Non-Profit Service Organizations	1	49
4. Non-Profit Associations	1	34
5. City Use	4	25

Administrative Operations and Upcoming Events

City Hall Office Hours

- Monday/Wednesday/Thursday: 8am-5pm, Tuesday: 8am-6pm, and Friday: 8am-4pm.
- Upcoming Holidays/City Offices Closed: Monday, September 1st.
- After hours emergency phone number: 210-651-6831.

Blood Drive

- South Texas Blood and Tissue is hosting a blood drive on Saturday, August 9th, from 8:30am-1:30pm at the Garden Ridge Community and Event Center. Save Lives and Get Rewarded! Make a difference in your community at the upcoming blood drive and as a thank you, receive a \$20 e-gift card for your life-saving donation. For questions regarding blood donations, call South Texas Blood & Tissue at 210-731-5590. For appointments visit: https://donor.southtexasblood.org/donor/schedules/drive_schedule/147792.

Training/Professional Development

- The City of Garden Ridge has reported compliance with the Annual Cybersecurity Training Requirements for Fiscal Year 2025.

Communication Efforts

Water Alerts/Customer Portal: Access your water usage information and configure notification preferences easily and securely from the Get My Meter Info web portal (<https://getmymeter.info>) and integrated smart phone apps. See the Advanced Metering Infrastructure (AMI) page on the City's Website for more details (<https://www.ci.garden-ridge.tx.us/557/Advanced-Metering-Infrastructure-AMI>).

Garden Ridge Emergency Alert System: G.R.E.A.S. enhances the City's ability to communicate with residents during an emergency by sending direct notifications to your phone. Go to the City's website and click on the "Emergency Alerts" graphic button on the homepage to SIGN UP/MODIFY your communication preferences.

Notify Me: Stay up-to-date with general City information by subscribing to Notify Me email/text notifications. By signing up, you can receive notifications for agenda postings, calendar events, general announcements, and other website updates. Go to the City's website and click on the "Emergency Alerts" graphic button.

Streaming of Meetings: City Council – 77 views

Public Information Act Summary	
Year	Number of Requests
2025	87
2024	122
2023	124
2022	166
2021	146
2020	207
2019	276
2018	225

Social Media Summary	
Social Media Platform	Number of Posts
Facebook	42
Instagram	42
NextDoor	31
X (Twitter)	31
Total for Month	146



POLICE DEPARTMENT MONTHLY BREAKDOWN

July 1 to July 31

Calls for Service

Dispatched: 98 City Ordinance: 20 (4 - Water) False Alarms: 6

Arrests

- * 1 – Possession of Controlled Substance PG 2
- * 1 -- Possession of Marijuana
- * 1 – Driving While License Invalid

Traffic Enforcement

Crashes: 4 Citations: 144 Warnings: 83 Total: 227

Training

- * Taser Training refresher completed by patrol division officers and supervisors
- * Overcome Mental Resistance completed by Ofc McMahan

Outreach Efforts

- * July 4th went off without a hitch for another great parade and ceremony
- * Coffee with the Cops (Monthly)
- * GRCPAAA volunteer hours 125 hours

Administrative Comments

- * Officer Forehand graduated from AACOG Academy and comes full-time on August 1st
- * Cadet Carney continuing in phase 2 of the Police Academy



City of Garden Ridge

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

MONTHLY PUBLIC WORKS REPORT

July 2025

Activities For The Month

Public Works Tasks Completed: 395

Steven Steinmetz
Public Works
Director

Eric Lowman
Public Facilities
Foreman

Stanley Georg
Manuel Troncoso
Ryan Fergason
Ryan Garrison

Ongoing Responsibilities

- Parks Maintenance
- Facilities Maintenance
- Streets
- All Public Facilities Grass And Right-of-Way's
- Storm Water Drainage
- Animal Control
- Oak Wilt Monitoring

Upcoming Events

**August Dumpster
Schedule**

Aug 9, 8am to 5pm

Aug 10, 12pm to 4pm

Aug 16, 8am to 5pm

Aug 17, 12pm to 4pm

Storm Water Drainage Facility and Easement Maintenance

- Inspected 10 outfalls.
- Inspected 18 detention ponds.
- Stormwater Public Outreach: 2 messages displayed during bulk dumpsters.
- Trash removed from right of ways: 30lbs
- Rain fall total: 3.44in.
- Cleared the silt buildup from the Park Lane drainage.

Street/Sign Maintenance

- Continue to replace old street signs.
- Spread 3 1/2 tons of asphalt on Schoenthal.
- Filled pot holes on Garden Ridge Dr and Batcave.

Parks Maintenance

- Ongoing dead tree removal at Davis Park.
- Dragged the ballfield.
- Had successful July 4th Event.

City Facility/Church Buildings/Community Center/Property Maintenance

- Public Works Building Passed Fire Alarm System Test.
- Replace a fan motor belt on Council Offices Air Handler 6.
- Replace all A/C filters.
- Replaced City Hall chiller plant water filtration tube filters.
- Replace the leaking Public Works kitchen water supply lines.
- Patch holes in the wall of the Mayors office.
- Replace the exhaust vent fan at the Public Works Building.
- Replace the original rollup door at the old shop.

Equipment/Vehicle Maintenance

- Replace the tractor shredder deck blades.
- Patched the right rear drive tire on the new Case backhoe.
- Replace the broken safety strobe light on the Public Works Truck 3.
- Replaced the burned out third brake light on the Public Works Truck 3.
- Replaced a hydraulic line on the old Case backhoe.

Class/Continuing Education

- Ryan Fergason and Duane attended Chemical Response Training.
- Eric and Ryan Garrison attended Planning For Temporary Animal Shelters In Disasters.

Oak Wilt

- No new cases.

Future Projects or Needs

- More storage space required.
- Covered equipment storage.

Animal Services Monthly Activities

- 3 Live trap loaned out for the month, total for the year is 15.
- 312 Pets registered for the year.

Adoptions

- 0 Dogs; 2 Year To Date
- 0 Cats; 2 Year To Date

Returned To Owners

- 4 Dogs; 21 Year To Date
- 0 Cats; 0 Year To Date

Transferred To Other Agencies

- 0 Dogs; 1 Year To Date
- 0 Cats; 1 Year To Date

Currently In City Care

- 4 Dogs
- 4 Cats
- 4 Kittens

Ready For Adoption

- 3 Dogs
- 0 Cats



Year to Date Wildlife Report

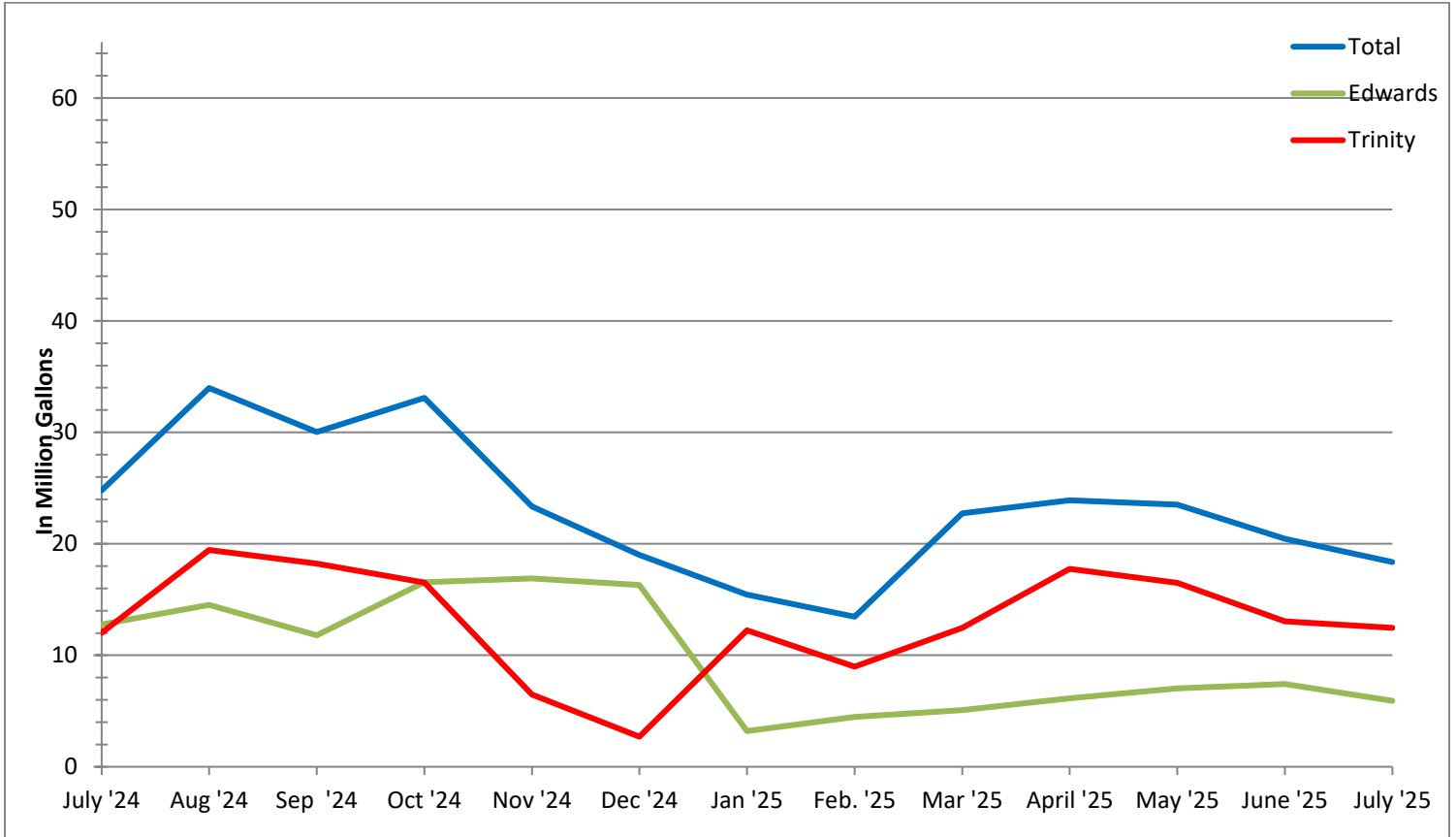
	Jan	Feb.	Mar	Apr.	May	Jun	Jul	Aug.	Sep.	Oct	Nov	Dec.	Total
Deer	12	8	6	11	6	7	9						53
Raccoons	3	2	6	6	6	5	6						34
Opossums	2	1	2	3	3	1	2						14
Skunks	6	8	3	1		1							19
Wild hogs			2	4									6
Turtles				1			1						2
Squirrels	1			3		1							5
Foxes		2			1								3
Armadillos					3	1	4						8
Hawks				2									2
Bats				2			1						3
Coyotes													
Buzzards		3											3
Ringtails	1	1		1		1							4
Snakes			1	1	1	1	1						5
Duck						1	1						2
Porcupine													
Rabbit													
Totals	25	25	20	35	20	19	25						169



Utilities Department Report

As of July 31, 2025

City of Garden Ridge Aquifer Usage

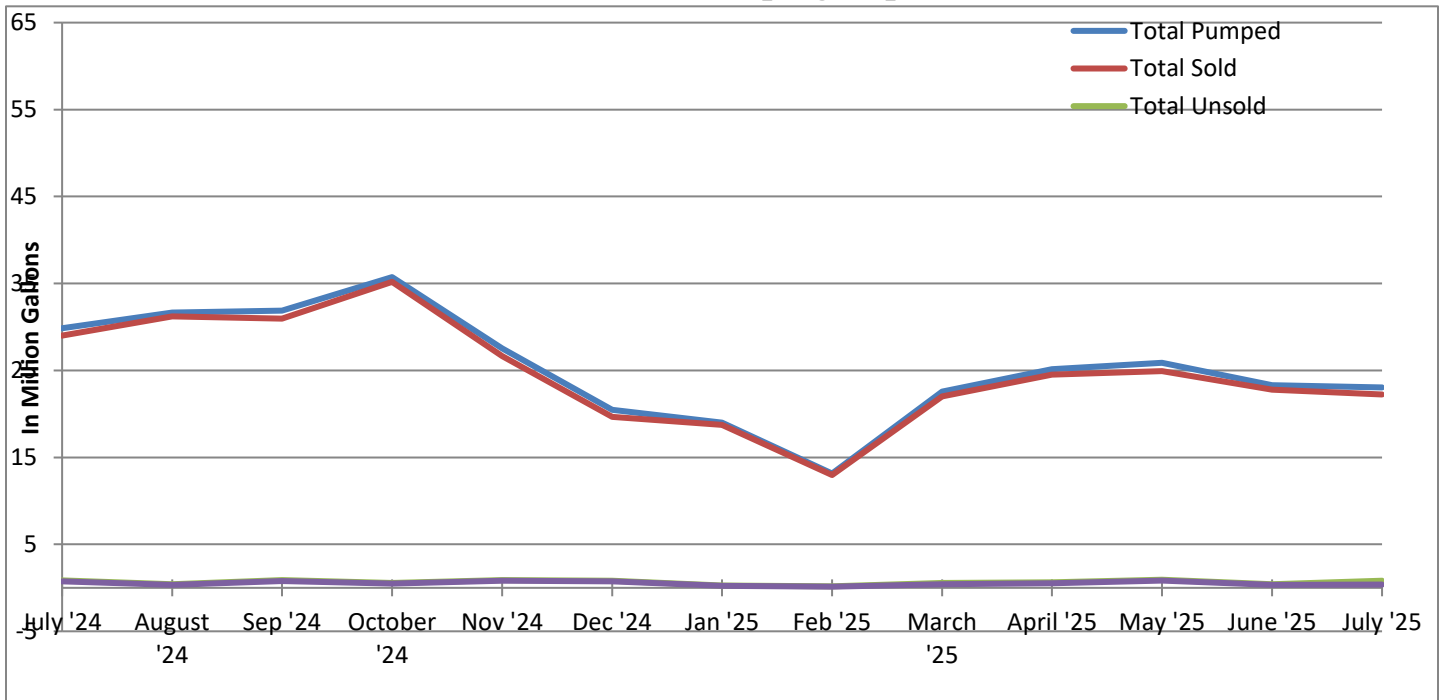


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	18.13	120.5	385	3
Trinity Well Usage AC/FT:	38.22	302.6	N/A	0

Water Quality

Bacteriological Samples:	Due:	Missed:	Passed:	Failed:
Distribution samples:	6	0	6	0
Chlorine Residual test:	31	0	31	0
Special Samples:	1	0	1	0

2024 – 2025 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
July '24	29,853	29,010	843	744	2.5%
August '24	31,637	31,223	414	328	1.0%
September '24	30,972	31,860	888	792	2.5%
Oct '24	35,730	35,186	544	484	1.4%
Nov '24	27,536	26,636	900	813	2.9%
Dec '24	20,478	19,657	821	734	3.6%
Jan '25	19,014	18,175	269	219	1.2%
Feb '25	13,146	12,971	175	135	1.0%
March '25	22,577	22,021	556	407	1.8%
April '25	25,154	24,512	642	506	2.0%
May '25	25,864	24,932	932	832	3.2%
June '25	23,291	22,784	507	333	1.8%
July '25	23,057	22,229	828	390	1.7%
Yearly Average	25,255	24,707	632	517	2.0%
Yearly national average					16%

Utilities Department Monthly Activities:

Re certified all Well meters for accuracy.

New Installed Meters	0	Work Orders	8
Meter Replacements	0	Locates	49
City Owned Leaks	0	Irrigations Permits Issued	0
Meters Read	1701	Total Rebates	0
Meter Tests	0		0

AMI Information

Total Portal Customers: 922 up 10 from June

Meter Daily Readability Percentage: 98.97% for 1,694 assigned meters (current bill cycle)

Main Breaks/City Repairs:

Estimated Water Loss: 200,00

Location: Intersection of FM 2252 and FM 3009

Explanation: The existing water main was under a binding tension where it was connected to a 12" valve, when the contractor's removed dirt from the area to install the new pipe the old main snapped at a weak point by the valve.

Leak Adjustments

New Requests	0	Waiting for Customer	0	Approved	0	Amount Approved	\$	Denied	0	Sent to Water Commission	0
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Employee Training/certifications





Garden Ridge Library

Volume IX, Issue 11
August 6, 2025

Monthly Library Update

By Linda Crosland, Library Director

For leisure, for learning, for life!

Upcoming Activities for August

Adults

Tuesday, August 5, **Cards for Troops**, 1:00 pm

Thursday, Aug. 7-26, **Adult Coloring**, 1:00 pm

Tuesday, August 19, **Card-making**, 1:00 pm

New Events for Adults

Starting August 21

Mondays & Thursdays, 10:00 am, **Chair Yoga**

Thursdays, 2:00 pm, **Silver Gamers:**

August 21, **"Seniors Bingo"**

Small, specialized groups may form for people who wish to bring their own games such as Mah Jong, 3-5 pm

August 28, **"Trivial Pursuit—Teams of Senior Sages,"** 2:00 pm. Get your team together to play for bragging rights.

Individual groups to follow, 3-5 pm

Children

August 26, **Mad about Science**, 10:30 am

August 29, **Storytime and Stay & Play Re-sumes**, 10:30

Special Event

Thursday, August 14, **Lunch-n-Learn, "Scam Alert"**, 12:00 noon

Department Statistics for July

Visits to the Library	1,719
Items Checked Out	3,445
\$ Saved by checking out hardcopy books during month	
	\$15,354
\$ Saved by using eBooks	\$27,278
New Patrons Added	22
New Items Added, Physical books	41
-Libby Books + Libby Advantage + Boundless	1,479
Volunteer Hours	125

Activity Statistics

Children's Preschool	160
Children's Elementary Age Activities	504
Adult Classes—Coloring, Book club, crafts, Lunch-n-Learns	35

Activity Totals 669

A library is the delivery room for the birth of ideas, a place where history comes to life. — Norman Cousins

We Are Launching!

It has been a dream of mind for many years to implement a concept called “**Third Places.**” Even with lack of space, we are going to try to make this work.

Ray Oldenburg coined the phrase "third Places" and writes that "**third places**" are **public spaces where people gather and interact.** It is in contrast to first places (home) and second places (work), third places are neutral ground, allowing people to set aside their concerns and enjoy company and conversation. **Third places,** according to Oldenburg, "**host the regular, voluntary, informal, and happily anticipated gatherings of individuals beyond the realms of home and work**":

The character of a third place is determined most of all by its regular clientele and is marked by a playful mood, which contrasts with people's more serious involvement in other spheres. Though a radically different kind of setting for a home, the third place is remarkably similar to a good home in the psychological comfort and support that it extends...**They are the heart of a community's social vitality, the grassroots of democracy,** but sadly, they constitute a diminishing aspect of the American social landscape. **Let's bring this back through the Garden Ridge Library!**



SILVER GAMERS

Play | Win | Have Fun

- Prizes & Giveaways
- Seniors meeting seniors

Event Details

STARTING THURSDAY, AUGUST 21ST
GAMES EVERY THURSDAY - 2:00PM

1ST THURSDAY /MO. - BINGO
2ND THURSDAY /MO. - MAHJONG
3RD THURSDAY /MO. - TRIVIAL PURSUIT
4TH THURSDAY /MO. - CARDS

GARDEN RIDGE LIBRARY

Get Ready - Let's Play!

In keeping with the Third Place concept, the **Silver Gamers** will function like a senior center. That's why we can play Bingo without a gambling license - because participants are over 60! We are starting slowly and hope to build this program into a large and caring place for people to come to enjoy. The plan right now is to follow the scheduled events at **2:00 pm** each Thursday. However, if there are groups that wish to meet every week, they are invited to stay from **3:00 to 5:00** to pursue whatever their group is enthusiastic about. It could **expand to Fridays** if there is a demand. We will offer suggestions next month but will welcome ideas from everyone.



There is an epidemic of **LONELINESS** in this country

Don't sit home alone! Join us!
If you still are fortunate enough to have your spouse, both of you need to get out of the house, to talk with other people.

A special Lunch-n-Learn



An Important Class for Getting Out of the House and for Fitness



memorandum

To: Garden Ridge City Council
From: Trihydro Corporation
cc: Mr. Ryan Rapelye, City Manager, City of Garden Ridge
Date: July 23, 2025
Re: Engineering Report for August 2025 Council Meeting

The intent of this memorandum is to provide the status of various projects that Trihydro is currently working on for the City of Garden Ridge. Updates to this memorandum subsequent to submittal will be provided at the council meeting.

FM 2252 TxDOT Project

- Project Background
 - This project is for the relocation of waterline in conjunction with TxDOT's FM 2252 roadway project. Trihydro staff are working with TxDOT to relocate existing waterlines in anticipation of roadway work.
 - Contract Price – \$1,179,737.61
 - Percent Complete – 93%
 - Schedule – Estimated substantial completion in mid-August.
- Project Status
 - The contractor is on track to complete waterline installation and removal work by the end of July. Revegetation and minor incidental work is planned for early August. Trihydro will continue to work with the contractor to complete the remaining work.

SAWS Emergency Interconnect Project

- Project Background
 - This project is for a water line connection to SAWS for use in emergency situations. This project provides additional resiliency in the City water system with an added water source connection. Trihydro staff are working with SAWS to prepare an agreement for Garden Ridge consideration.
 - Project Phase – Preliminary Design
- Project Status
 - SAWS will bring the agreement in front of their board for approval on September 9.

Municipal Ground Storage Tank Rehabilitation Project

- Project Background
 - This project is to rehabilitate the existing 328,000-gallon bolted steel ground storage tank located adjacent to the Public Works Building. This project is intended to extend the life of the deteriorating bolted tank until funding is allocated for construction of a new tank.
 - Project Phase – Final Design and Permitting
- Project Status
 - The draft construction documents are ready for public works review. This rehabilitation work aims to bid advertise in late August and commence construction in early November.

Bat Cave Rd Improvements Project

- Project Background
 - This project will rehabilitate the 0.67-mile City-owned section of Bat Cave Rd spanning from Park View Dr through the Triumphant Lutheran Church. This project is in response to the Comal County overlay of County-owned sections of Bat Cave Rd. The project consists of base repair in critical locations and asphalt overlay for the full length of City-owned roadway.
 - Project Phase – Pre-Construction Phase
- Project Status
 - The pre-construction meeting is scheduled for July 30 with work commencing shortly afterward.

Water System Capital Improvement Plan Project

- Project Background
 - This project will focus on current and future water system needs, taking into account growth and future land use over a 20-year period. This includes analysis of existing facilities, identification of potential deficiencies, and system improvement exploration. Trihydro will work with City stakeholders to develop a water system capital improvement list.
 - Project Phase – Water System Model Phase
- Project Status
 - This project is currently gathering stakeholder information to incorporate into the water system model. Trihydro anticipates providing a preliminary list for stakeholder review in approximately 4 months.

Land Development Projects and Reviews

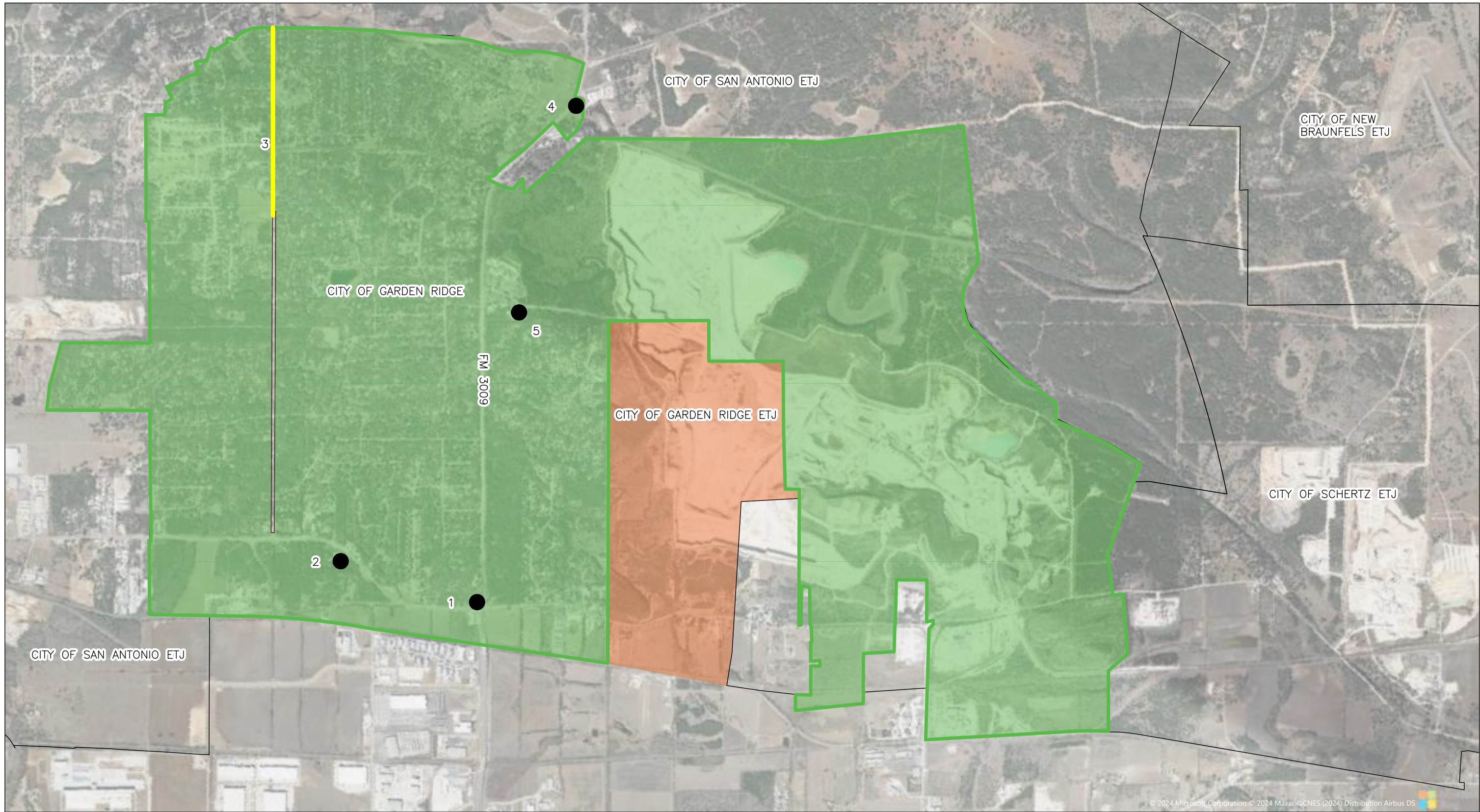
- The Revival
 - The Review 2 comment response package was received on July 16 which contains the offsite sewer and site plan packages. These are under technical review.

Miscellaneous Engineering Services

- FM 2252 Truck Route Analysis
 - AAMPO has not provided an update on their route study at the time of this report submittal. AAMPO invites submittal of any traffic information that may assist their study.
- Comprehensive Capital Improvement Plan Update
 - A roadway asset data collection company is contracted to provide a Pavement Condition Index (PCI) investigation. A kickoff meeting will be scheduled within the next two weeks.
- Forest Waters Entrance Stop Sign Warrant Study
 - Lee Engineering is contracted to conduct a stop warrant study at the Forest Waters subdivision entrance. Traffic counts are scheduled to begin when school is back in session.

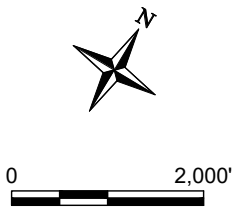
Figure:
Project Location Map

C:\USERS\ALopez\Trihydro\CITY OF GARDEN RIDGE - DOCUMENTS\CADD\CITYENGINEER\SINGLEFIGURES\GARDENRIDGEPROJECTLOCATIONS (1)



EXPLANATION

	CITY OF GARDEN RIDGE CITY LIMIT	4	PROJECT - SAWS EMERGENCY CONNECTOR
	CITY OF GARDEN RIDGE ETJ	5	PROJECT - MUNICIPAL GROUND STORAGE TANK REHAB
1	PROJECT - FM 2252 WATER LINE		
2	DEVELOPMENT REVIEW - THE REVIVAL		
3	PROJECT- BAT CAVE ROAD IMPROVEMENTS		





Trihydro
CORPORATION

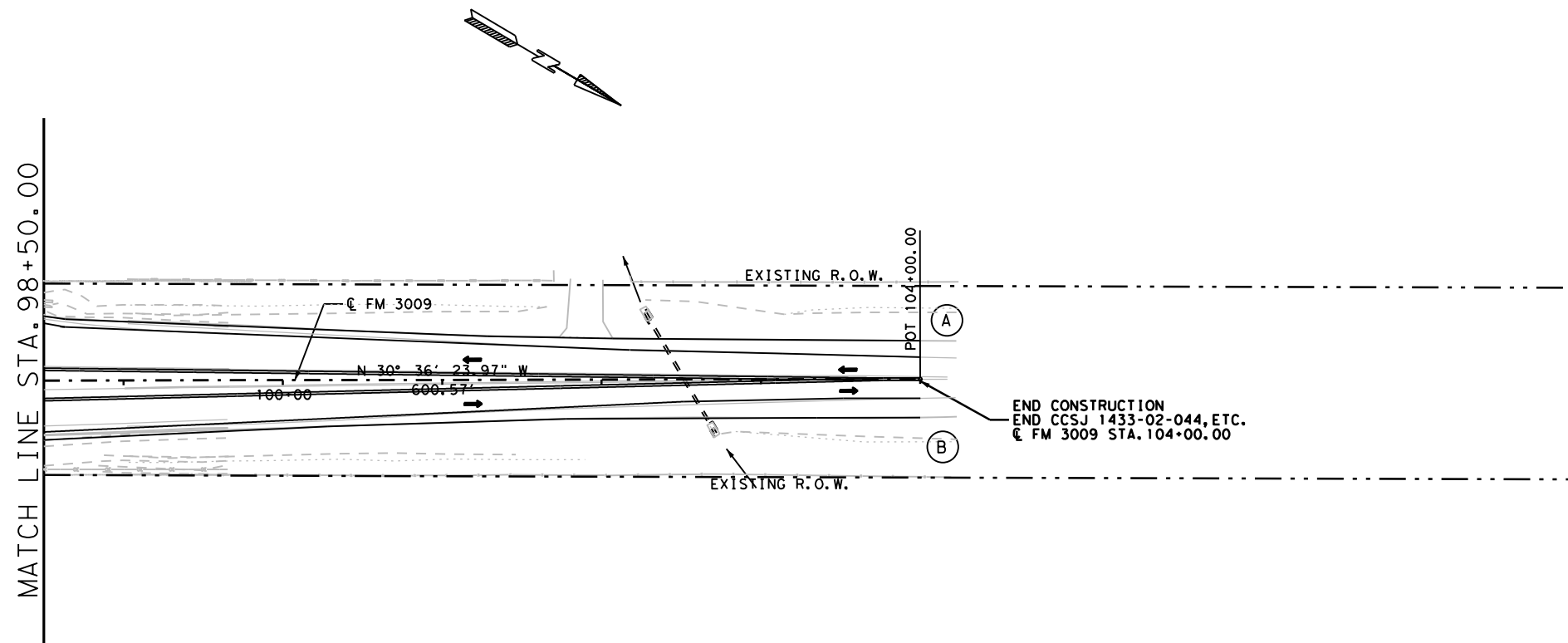
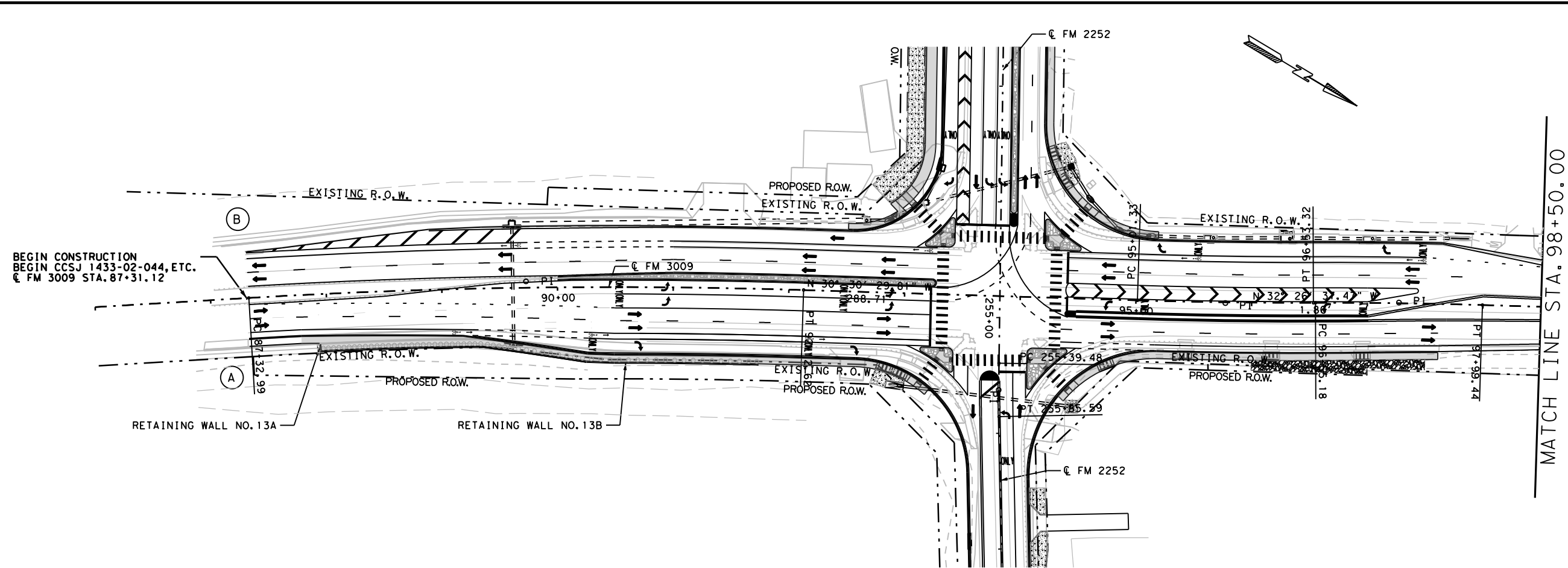
New Braunfels Austin
1672 Independence Dr., Ste. 315 5508 Highway 290 West Suite 201
New Braunfels, Texas 78132 Austin, TX 78735
(P) 830/626.3588 (F) 830/626.3544 (P) 512/442.3008 (F) 512/448.7811
www.trihydro.com

FIGURE 1			
CURRENT PROJECT LOCATIONS			
ENGINEER'S REPORT CITY OF GARDEN RIDGE			
Drawn By: AL	Checked By: HC	Scale: 1" = 2000'	Date: 6/18/25

Attachment:

FM2252 and FM 3009 Intersection – TxDOT Striping Plans

DATE: 11/14/2022 07:37 AM
FILE: pw:\txdot\projectwiseonline.com:TXDOT14\Documents\15 - SAT\Design Projects\143302044\4 - Design\Plan Set\2. TCP\Schedule\FM3009TCP1.dgn



STATE OF TEXAS
CHRISTIE LYNN HILL
90991
LICENSED PROFESSIONAL ENGINEER
Christie Lynn Hill, P.E.

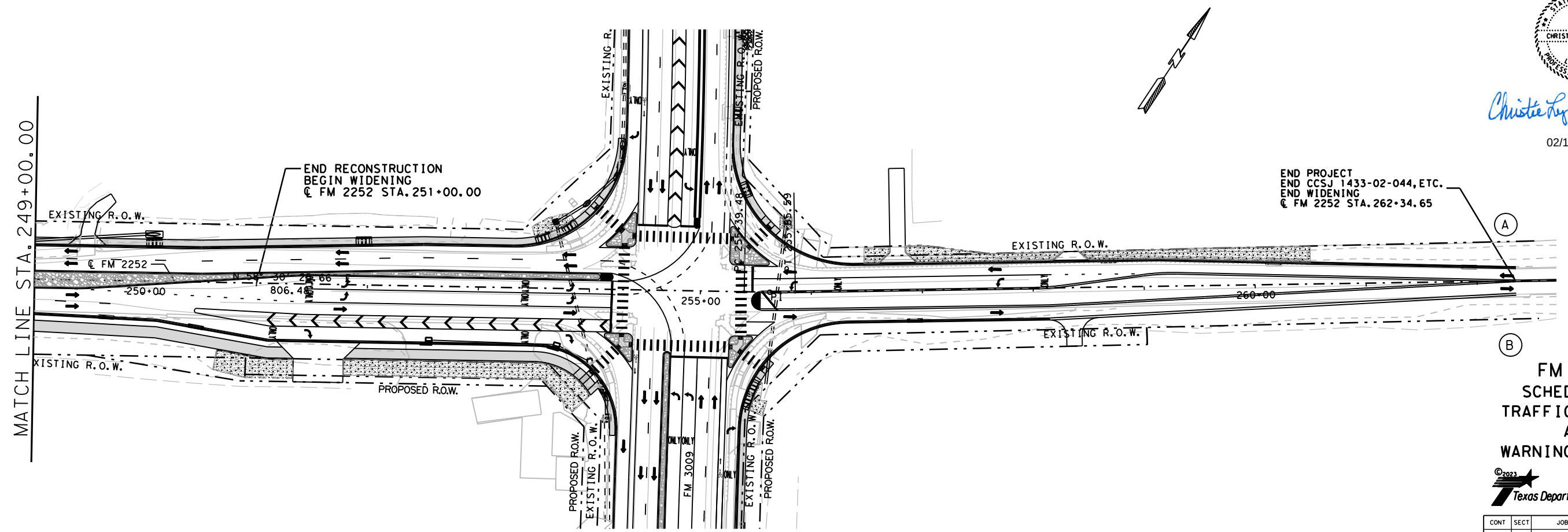
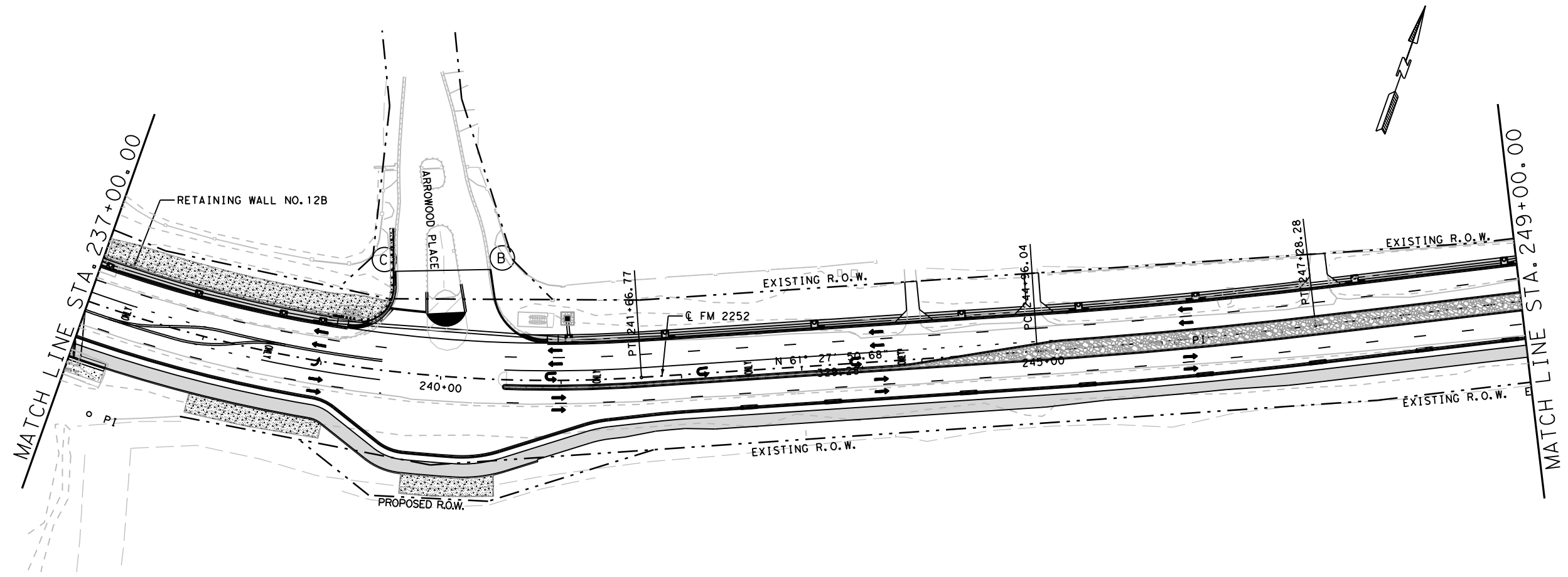
02/16/2023

FM 3009
SCHEDULE OF
TRAFFIC CONTROL
AND
WARNING DEVICES



CONT	SECT	JOB	HIGHWAY
1433	02	044, ETC	FM 2252
DIST	COUNTY		SHEET NO.
SAT	COMAL, ETC		123

SCALE: 1"=100'



STATE OF TEXAS
CHRISTIE LYNN HILL
90991
LICENSED PROFESSIONAL ENGINEER
Christie Lynn Hill, P.E.
02/16/2023

END RECONSTRUCTION
BEGIN WIDENING
FM 2252 STA. 251+00.00

END PROJECT
END CCSJ 1433-02-044, ETC.
END WIDENING
FM 2252 STA. 262+34.65

FM 2252
SCHEDULE OF
TRAFFIC CONTROL
AND
WARNING DEVICES

© 2023
Texas Department of Transportation
SHEET 8 OF 11

CONT	SECT	JOB	HIGHWAY
1433	02	044, ETC	FM 2252
DIST	COUNTY	SHEET NO.	
SAT	COMAL, ETC	120	

SCALE: 1"=100'



AGENDA ITEM:	8.a) Ordinance No. 54-082025
SUBMITTED BY:	City Manager Ryan Rapelye
DATE SUBMITTED:	July 28, 2025
MEETING DATE:	August 6, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Action on Ordinance No. 54-082025 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive water company for the City of Garden Ridge; providing definitions and statement of organization; establishing a water commission, general policies, regulations and rules, and rates and billing cycles; providing for a penalty; providing for severability; and declaring an effective date.

BACKGROUND

During the July 2, 2025, City Council Regular Meeting, water rates for Fiscal Year 2026 were recommended by the Water Commission and subsequently approved by City Council. The approved rate structure, consisting of a \$4.00 base rate increase and 4% tier rate increase, must be reflected in Ordinance No. 54 before they may be implemented.

Additionally, we are proposing a change to the ex-officio member of the Water Commission in Section 4.02 (page 14). The Ordinance previously stated, "In addition to the seven (7) members of the Commission, the Mayor of the City of Garden Ridge will serve as an ex-officio member." We are proposing to change this to "In addition to the seven (7) members of the Commission, the City Council will appoint a Councilmember to serve as an ex-officio member."

At this time, the only changes to Ordinance No. 54 are updating the water rates in Section 27 (page 37) and allowing for City Council to appoint the ex-officio member of the Water Commission in Section 4.02 (page 14).

Once the ordinance is passed and approved by City Council, the Fiscal Year 2026 water rates will be implemented beginning with the October 2025 billing cycle.

ATTACHMENTS: Ordinance No. 54-082025

REQUESTED ACTION

Motion	☒	Resolution	☐
Discussion	☒	Other	☐
Ordinance	☒		

FINANCIAL

Budgeted Item	☐	Original Estimate/Budget:
Non-budgeted Item	☐	Current Estimate:
Not Applicable	☒	Amount Under/Over Budget:

PROs / CONs

STAFF RECOMMENDATION

City staff recommends approval of Ordinance No. 54-082025 to implement the Fiscal Year 2026 water rates with the October 2025 billing cycle.

ORDINANCE NO. 54-082025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ADOPTING A COMPREHENSIVE WATER COMPANY FOR THE CITY OF GARDEN RIDGE; PROVIDING DEFINITIONS AND STATEMENT OF ORGANIZATION; ESTABLISHING A WATER COMMISSION, GENERAL POLICIES, REGULATIONS AND RULES, AND RATES AND BILLING CYCLES; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council hereby adopts a formal set of policies and procedures for the establishment and operation of a municipal water company for the City of Garden Ridge, Texas; and

WHEREAS, the City Council has determined that maintenance and collection of service within state law is necessary for the public health of the citizens and the protection of the environment and natural resources of the City; and

WHEREAS, the City Council finds that City of Garden Ridge Water Company will comply with all TCEQ requirements; and

WHEREAS, the City Council finds that the proposed revisions promote the health, safety and welfare of the City and Ordinance No. 54 is amended as contained herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:

SECTION 1. FINDINGS.

The findings set out herein are found to be true and correct and are hereby adopted by the City Council and made a part of this Ordinance for all purposes.

SECTION 2. ORDINANCE REVISIONS.

Ordinance No. 54 is revised and provided for below:

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SECTION 3. DEFINITIONS.

Words, phrases and terms herein shall be given their usual and customary meaning except where the context clearly indicates a different meaning. Words expressed in the present tense include the future tense; singular words include the plural and the word shall is mandatory. Any office referred to by title means the person employed or appointed to and serving in that position, or that person's duly authorized representative. Definitions not prescribed herein are to be construed in accordance with customary usage in utility and engineering practices.

Approach Main is a main which brings service to the perimeter of a property.

Approval means accepted by the authority responsible as meeting an applicable specification stated or cited in this section as suitable for the proposed use.

Auxiliary Water Supply means any water supply on or available to the premises other than the purveyor’s approved public water supply. These auxiliary waters may include water from other purveyor’s public potable water supply or any natural source(s), such as a well, spring, river, stream, harbor, and so forth; used waters; or industrial fluids. These waters may be contaminated or polluted, or they may be objectionable and constitute an acceptable water source over which the water purveyor does not have sanitary control.

A.W.W.A. is the American Water Work Association.

Backflow Preventer is an assembly or means designed to prevent backflow.

- *Air Gap* is the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet conveying water or waste to a tank, plumbing fixture, receptor, or other assembly and the flood level rim of the receptacle.

These vertical, physical separations must be at least twice the diameter of the water supply outlet, neverless than one (1) inch (25mm).

- *Reduced-Pressure Backflow Assembly* is the approved reduced-pressure principle backflow-prevention assembly consists of two (2) independently acting approved check valves together with a hydraulically operating, mechanically independent pressure differential relief valve located between the check valves and below the first check valve. These units are located between two tightly closing resilient-seated shut-off valves as an assembly and equipped with properly located resilient-seated test cocks.
- *Double Check Value Assembly* is the approved double check valve assembly consists of two internally loaded check valves, either spring loaded or internally weighted, installed as a unit between two tightly closing resilient-seated shut-off valves and fittings with properly located resilient-seated test cocks. This assembly shall only be used to protect against a non-health (that is, a pollutant).

Back Pressure means a pressure, higher than the supply pressure, caused by a pump, elevated tank, boiler, or any other means that may cause backflow.

Backsiphonage is backflow caused by a negative or reduced pressure in the supply piping.

Benefited Property means a lot or tract to which water service is made available.

Bill is the periodic statement containing a list of charges due and payable.

Billing Period is the time between regularly scheduled meter readings. There will be twelve (12) monthly billing periods in each calendar year.

Board or Water Board is the seven-member Water Commission appointed by the City Council of the City of Garden Ridge to govern operations related to the Utilities Department.

Border Main is the main which abuts the perimeter of a customer's property and also abuts adjacent property and which may serve additional customers on such abutting or adjacent properties.

Capital Recovery Charges is an equity recovery fee collected from new customers established for the purpose of recovering the early investment and payments of existing debt service. This charge generates funds for future expansion needed for the increase in water demand by additional customers on the system, or for other such municipal projects deemed appropriate by a majority decision of the City Council, City of Garden Ridge, Texas.

Certificate of Convenience and Necessity is an authorization granted by the Texas Water Commission or the Public Utility Commission to the Water Department for service within a defined territory.

City is the City of Garden Ridge, Comal County, Texas.

Construction Cost of Mains is construction costs of all mains shall be the costs indicated in the construction contract for the installation of the water system extension, requested by the Single-Customer or the Developer-Customer and signed by said customer and the Water Department.

Contamination means an impairment of a potable water supply by the introduction or admission of any foreign substance that degrades the quality and creates a health hazard.

Cost of Improvements means all costs and expenses incident to construction of improvements to the water system

Cross-Connection means a connection or potential connection between any part of a potable water system and any other environment containing other substances in a manner that, under any circumstances would allow such substances to enter the potable water system. Other substances may be gases, liquids, or solids, such as chemicals, waste products, steam, water from other sources (potable or non-potable), or any matter that may change the color or add odor to the water.

Cross Connections- Controlled means a connection between a potable water system and a non-potable water system with an approved backflow-prevention assembly properly installed and maintained so that it will continuously afford the protection commensurate with the degree of hazard.

Cross-Connection Control by Contamination means the installation of an approved backflow-prevention assembly at the water service connection to any customer's premises, where it is physically and economically unfeasible to find and permanently eliminate or control all actual or potential cross-connections within the customer's water system; or it shall mean the installation of an approved backflow-prevention assembly on the service line leading to and supplying a portion of a customer's water system where there are actual or potential cross-connections that cannot be effectively eliminated or controlled at the point of the cross-connection.

Delinquent Account is a past due accounts receivable.

Developer-Customer is the person, company, or firm subdividing (or platting) parcel of land for development purposes and who applies for water service for the development of a platted subdivision, a group or groups of platted lots, tracts, etc., upon which more than one residential, commercial or other establishment is to be erected and who has entered into a contract with the Water Department for the extension and installation of certain water distribution and fire protection facilities.

Disconnection of Service is the locking or removal of a meter.

Easement shall refer to "Utility Easement".

Engineer is a person duly authorized and registered under the provisions of the Texas Engineering Registration Act to practice the profession of engineering.

Extra Territorial Jurisdiction or ETJ is the unincorporated areas contiguous to the incorporated limits of any city.

Frontage is the side of the property along which a main is located. If the main is installed within a street Right-of-Way, lots on both sides of the street shall be considered as having frontage.

Hazard, Degree of is the term is derived from an evaluation of the potential risk to public health and the adverse effect of the hazard upon the potable water system.

- *Hazard-Health* is a cross-connection or potential cross-connection involving any substance that could, if introduced in the potable water supply, cause death, illness, spread disease, or have a high probability of causing such effects.
- *Hazard-Plumbing* is a plumbing-type cross connection in a consumer's potable water system that has not been properly protected by an approved air gap or an approved backflow-prevention assembly.
- *Hazard-Non-Health* is a cross connection or potential cross connection involving any substance that generally would not be a health hazard but would constitute a nuisance or be aesthetically objectionable, if introduced into the potable water supply.
- *Hazard-System* is an actual or potential threat of severe damage to the physical properties of the public potable water system or the consumer's potable water system or of a pollutant or contamination that would have protracted effect on the quality of the potable water in the system.

Industrial Fluids System is any system containing a fluid or solution that may be chemically, biologically, or otherwise contaminated or polluted in a form a concentration, such as would constitute a health, system, pollution, or plumbing hazard, if introduced into an approved water supply. This may include, but not be limited to: polluted or contaminated waters; all types of process waters and used waters originating from the public potable water system that may have deteriorated in sanitary quality; chemicals in fluid form; plating acids and alkalis; circulating cooling waters connected to an open cooling tower; and/or cooling towers that are chemically or biologically treated or stabilized with toxic substances; contaminated natural waters, such as wells, springs, streams, rivers, bays, harbors, seas, irrigation canals or systems, and so forth; oils, gases, glycerin, paraffins, caustic and acid solutions, and other liquid and gaseous fluids used in industrial or other purposes for fire-fighting purposes.

Lot is an undivided tract or parcel of land having frontage on a public street and which is, or in the future may be offered for sale, conveyance, transfer or improvement: which is identified by a tract or lot number or symbol in a duly approved subdivision plat which has been properly filed or recorded.

Main Cover Depth is the depth at which backfill material commences after the prescribed bedding sand has been installed over the main.

Main Depth is the depth of the ditch bottom on which the main will be installed, after the bottom layer of sand is in place.

Maps are maps located of the Water Department depicting line locations size, etc.

Meter is an instrument and appurtenances thereto used to measure water volume.

Meter Charge is a Water Department charge for the water meter installation. The meter charge will depend on the size of the meter requested by the customer.

Meter Testing is checking or testing the accuracy of a meter.

Normal Office Hours is Monday through Friday from 8:00 AM to 5:00 PM, except for legal or posted holidays.

Off-Duty Hours are all hours that are not normal office hours.

On-Site Main is a main which provides service within the perimeter of a property or along abutting roadways, alleys, utility easements and/or other Rights-of-Way and which does not meet the definition of a Border Main.

Other Regulatory Agency is the Texas Natural Resource Conservation Commission (TNRCC), The Texas Department of Health Resources (TDH), the Texas Water Commission (TWC), U.S. Environmental Protection Agency (EPA), Edward's Aquifer Authority (EAA), Texas Commission on Environmental Quality (TCEQ), and similar agencies as may exercise regulatory authority in the operation of the Water Department.

Oversize Main is a main of larger diameter than that required to provide service to and within the customer's property.

Pavement Width is the portion of a street available for vehicular traffic; where curbs are laid, it is the portion between the face of curbs.

Person is any individual, association, firm, corporation, entity, political subdivision, or governmental agency.

Plat is a complete and exact plan for subdividing a tract of land into lots for building purposes which, if approved, may be submitted to the County Clerk for recording.

Point of Delivery is the point at which ownership of the water and pipeline transfers from the Water Department to the customer. This is normally the discharge side of the meter.

Pollution means the presence of any foreign substance in water that tends to degrade its quality so as to constitute a non-health hazard or impair the usefulness of the water.

Pressure Regulator is an instrument to regulate pressure. If located on the discharge side of a customer's meter, it is owned and maintained by the customer.

P.U.C. is the Public Utility Commission of Texas, as established under the Public Utility Regulatory Act of June 1975, Article 1446C, V.A.C.S.

Records Drawings are ink on mylar drawings showing locations and size of the Water Department system as near as possible and conforming to Water Department standards.

Renter is a person who rents property from another person.

Restore Service means to re-establish a disconnected service.

Service means the actual delivery of water to a customer, including all acts done, rendered or performed in the delivery of water by the Water Department.

Service Agreement is a written agreement between the property owner, tenant, or agent for the property that is connected to the Garden Ridge water system and the Water Department outlining the responsibilities of each regarding water service.

Service Connection means the terminal end of a service connection from the public potable water system, that is, where the water purveyor loses jurisdiction and sanitary control over the water at its point of delivery to the customer's water system. If a meter is installed at the end of the service connection, then the service connection shall mean the downstream end of the meter. There should be no unprotected takeoffs from the service line ahead of any meter or backflow-prevention assembly located at the point of delivery to the customer's water system. Service connection shall also include water service connection from a fire hydrant and all other temporary or emergency water service connections from the public potable water system.

Shall May means the word "shall" is always mandatory. The word "may" is merely directory.

Single-Customer is a person not qualifying as a Developer-Customer who applies for an extension of water service to one property or lot for a single family dwelling, or other type of establishment, whether existing or to be erected.

Single Family Residential means service supplied from one meter or one connection to a single building designed, built and used as a single-family residence.

Subdivision is a division of any tract of land within the incorporated limits, or within or partly in the ETJ of the City, or within the County, in two or more parts for the purpose of the laying out any subdivision of any tract of land or any addition of any town or city, or for laying out suburban lots or building lots, or any lots and streets, alleys, or parts or other portions intended for public use or the use of purchasers or owners of lots fronting thereon or adjacent thereto. Subdivision includes re-subdivision but does not include a division of land for agricultural purposes in parcels or tracts of 5 acres or more and not involving any new streets, alleys or easements of access.

Subdivider (Developer) is any person or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision as that term is defined herein. In any event, the term 'subdivider' shall be restricted to include only the owner, equitable owner or authorized agent of such owner or equitable owner of land sought to be subdivided.

Surveyor is a licensed State Land Surveyor or Registered Public Surveyor, as authorized by State statutes to practice the profession of surveying.

Types of Consumers:

- *Single Residential Customer* is a consumer receiving water service to a single-family residence.
- *Commercial Customer* is a consumer receiving water service for a commercial/business establishment.
- *Apartment, Condominium, and Duplex Customers* is a consumer with a single owner, but has several residences or units serviced by one meter.
- *Municipal or Governmental Wholesale Customers* is an entity created by the State that owns and operates distribution systems and purchase water from the Water Department.
- *Other Customers* is any consumer not specifically identified above. This includes dual residential customers, temporary service customers, mobile home park customers, etc.

Tariff is a Texas Water Commission approved operating policy of the system organized into written format and available for public inspection. As used in the sense of the word, this Ordinance is a Tariff.

Texas Natural Resource Conservation Commission is the State agency designated to regulate water service, water rates, and operation of water systems.

Utility Easement means an interest in land granted to the Water Department for installing or maintaining utilities across, over and under private land, together with the right to enter thereon with machinery and vehicles necessary for the maintenance of said utilities.

Water:

- *Potable* means water that is safe for human consumption as described by the public health authority having jurisdiction.
- *Non-Potable* means water that is not safe for human consumption or that is of questionable quality.
- *Used* means any water supplied by a water purveyor from a public potable water system to a consumer's water system after it has passed through the point of delivery and is no longer under the sanitary control of the water purveyor.

Water Connection Charges are those charges of the Water Department to the customer, for the connection of water mains of the Water Department.

Water Department is the municipally owned water company for the City of Garden Ridge, Comal County, Texas.

Water Mains are water pipes installed to carry water to the customer's property, including all fittings, such as T's, crosses, elbows, fire hydrants, valves, etc., needed to install a proper extension system.

Water System Improvements means the laying of a water main with gates, tees, crosses, taps, meter boxes, manholes or extensions, and any appurtenances required to furnish water for domestic or commercial purposes to the area in which the improvements are constructed, but does not include any off-site appurtenances required to connect the improvements to the existing water system operated by the municipality.

Water System Manager means this person is invested with the authority and responsibility for the implementation of an effective cross-connection control program and for the enforcement of the provisions of this section.

SECTION 4. ORGANIZATION.

4.01 -- STATEMENT OF ORGANIZATION.

The City of Garden Ridge Water Department is a municipally-owned public utility established for the purpose of furnishing a water supply for domestic residential use, business use, and general farm use in the City of Garden Ridge, the extraterritorial jurisdiction of the City of Garden Ridge, as well as areas outside the extra-territorial jurisdiction of the City of Garden Ridge where no Certificate of Convenience and Necessity is held by another water supply system.

4.02 -- THE WATER COMMISSION.

There is hereby created and established a Water Commission which shall be composed of seven (7) members who shall be City residents appointed by the City Council. A quorum for the conduct of business shall consist of four (4) members of the Commission. Members of the Commission are subject to Ordinance No. 210, as amended, for uniform policies and procedures for boards and commissions. In addition to the seven (7) members of the Commission, the City Council will appoint a Councilmember to serve as an ex-officio member.

The purpose of the Commission is to govern the operation of the City-owned water system and to ensure that the water system meets regulatory requirements established by federal, state, and other regulatory agencies for municipally owned water systems. The Commission will be governed by and will report to the City Council, with City Council having sole authority to approve water policy and all changes to this Water Ordinance. All changes to this Water Ordinance will be designed to govern the supplying and taking of water service in such a manner as will secure for each consumer the greatest possible latitude in the enjoyment of the service that is consistent with good practice and safety to other consumers.

SECTION 5. APPLICABILITY OF ORDINANCE.

5.01 -- RELEVANCE OF ORDINANCE.

All provisions of this Ordinance shall be deemed to be incorporated into every contract between the Water Department and its water customers and each customer shall be charged with knowledge of the provisions of this Ordinance and, by applying for and accepting water service from the Water Department shall be deemed to have acceded to the provisions of this Ordinance.

5.02 -- UNLAWFUL TO TAKE WATER OTHER THAN PROVIDED BY ORDINANCE.

It is a violation of state and municipal law for a person to take or use water from the water system of the Water Department or to utilize the services of the water system, except under the terms and conditions as specified and stipulated in this Ordinance. Any person violating the terms and provisions of this Ordinance shall be prosecuted in the courts having appropriate jurisdiction.

5.03 -- FAILURE TO COMPLY WITH THE ORDINANCE.

Failure to comply with any provision of this Ordinance relating to the water system of the Water Department shall constitute grounds for discontinuance of water service by the Water Department.

5.04 -- VIOLATIONS OF THE WATER ORDINANCE.

A person commits an offense if that person violates by commission or omission any provision of this Ordinance that imposes upon that person a duty or responsibility. In addition to prohibiting or requiring certain conduct of individuals, it is the intent of this ordinance to hold a corporation, partnership or other association criminally responsible for acts or omissions performed by an agent acting in behalf of the corporation, partnership or other association, and within the scope of his employment.

5.05 -- PUNISHMENT AND FINES FOR VIOLATIONS OF THE WATER ORDINANCE.

That a person who violates a provision of this ordinance is guilty of a separate offense for each day or portion of a day during which the violation is committed, continued or permitted, and each offense is punishable according to the following schedule of fines plus cost of replacement of any damaged items. Any offense not listed below will be punishable by a fine of not less than ten (10) dollars nor not more than two thousand (2,000) dollars.

- | | |
|---|-----------|
| a) Intentional Damage or Tampering with Water Department property | \$150.00 |
| b) Unauthorized use of fire hydrants or water service connections | \$150.00 |
| c) Wasting water | \$200.00 |
| d) Resale of service | \$150.00 |
| e) Unauthorized connection to water mains or services | \$500.00 |
| f) Alteration or removal of devices on customer side required by this Ordinance | \$100.00 |
| g) Failure to comply with cross-connection control measures required by this Ordinance. | \$500.00* |

* Immediate termination of water service until brought into compliance.

Failure to comply with payment of set fees shall result in termination of water service or considered a class C misdemeanor punishable by the appropriate courts of jurisdiction, or both.

SECTION 6. GENERAL POLICY.**6.01 -- WATER DEPARTMENT NOT BOUND TO SELL WATER.**

In the sale of water by the Water Department to any person, firm or corporation, and in the supply of water for use in the protection of property against fires, THE CITY OF GARDEN RIDGE WATER DEPARTMENT DOES NOT AGREE, unless by specific contract, nor is the Water Department bound to furnish water of any special or specific or specified amount, but only undertakes to furnish such water and the amount of water that may be supplied from the wells of the Water Department or such other source or sources as the Water Department may select, and in an amount within the capacity of the Water Department's pumping plants.

6.02 -- NON-LIABILITY FOR FAILURE TO SUPPLY WATER FOR FIRE-FIGHTING.

The Water Department exists for the primary purpose of providing a source of potable water for its customers. The Water Department cooperates with its customers in the establishment of fire-fighting support facilities; however, because of the nature of the support facilities, it MAKES NO REPRESENTATION IT IS OFFERING FIRE PROTECTION nor does it contract with its customers to inspect or maintain fire hydrants or tank filling valves. Some areas do not conform with local fire codes.

In the event for any reason the Water Department may become unable to supply water to its customers, or to the municipality for the prevention or suppression of fire, the Water Department will in no manner be liable for damages by reason of any such failure to any customer or customers of the water system, or to any person or persons whose property may have been destroyed by fire, or otherwise damaged.

6.03 -- COMMERCIAL USE OF WATER.

Commercial use of water will be permitted by the Water Department only to the extent of availability to supply domestic needs. Use of water for non-domestic use, such as irrigation, may be curtailed at the Water Department's discretion when the use adversely affects domestic use customers.

6.04 -- WATER SUPPLY TO STEAM BOILERS AND CLOSED WATER HEATERS.

It shall be unlawful for any person to draw water from any Water Department supply pipe directly into any steam boiler which is equipped or arranged for more than fifteen (15) pounds per square inch.

All persons having boilers or closed water heaters supplied with Water Department water are cautioned against the danger of explosion or collapse. The Water Department will not be liable for any damages that may occur on account of the water being shut off for any reason or on account of the breaking of any pipe or fixture by pressure of the water from the Water Department's mains.

Where Water Department water is used to supply a steam boiler of over fifteen (15) pounds of pressure, the owner shall provide a tank of sufficient capacity to afford a supply of at least four (4) hours into which the service pipe must be discharged over the top of the tank, and never into the bottom side.

6.05 -- UNLAWFUL TO WASTEWATER.

It shall be unlawful and subject to the violation provisions of Section 4 of this Ordinance for any person to willfully and negligently waste water supplied by the Water Department in any manner whatsoever, and any person having knowledge of any conditions whereby water is being wasted shall at once notify the Water Department.

The refusal or neglect of an owner or occupant to equip and maintain the premises with proper service connections, utilities or fixtures of approved character and quality to prevent waste of water shall be sufficient grounds for the refusal of the Water Department to connect the premises with the Water Department's water system or to continue water service, after having given notice of the intention to shut off the water, pending the necessary correction.

6.06 -- UNLAWFUL TO OBTAIN WATER BY FRAUD.

It shall be unlawful and subject to the violation provisions of Section 4 of this Ordinance for any person to resort to any fraudulent device or arrangement for the purpose of procuring water for himself or others from private connections on premises contrary to the Water Department's regulation.

6.07 -- NO FREE WATER ALLOWED.

No free water shall be allowed to be given by the Water Department to any customer or consumer.

6.08 -- PRIVACY POLICY

The City of Garden Ridge has adopted a privacy policy for the utilities of the City. Refer to City Ordinance 135-112005.

6.09 -- IDENTITY THEFT POLICY

The City of Garden Ridge has adopted an identity theft policy for the utilities of the City. Refer to City Ordinance 152-072009.

SECTION 7. GENERAL SERVICE RULES AND REGULATIONS.

7.01 -- CUSTOMERS.

Every person, firm or corporation connected to the water system of the Water Department of Garden Ridge is considered a customer.

7.02 -- RENTERS.

Any customer who rents or leases property to other parties must transfer customer status to renter or lessor.

7.03 -- TRANSFERS.

All transfers from one customer to another customer must be in writing and approved by the Water Department. If a meter is servicing property that is sold, the customer status must be transferred to the new owner customer.

7.04 -- DELINQUENCY.

Any and all customers that have delinquent accounts for more than 45 days, will have their customer status voided after the Water Department has given written notice, in the form of a disconnect notice to the customer, giving the customer 5 days to cure the delinquency. Any and all customers on meters that have been disconnected more than six months, for any reason, will have their customer status voided. The voided customer status will be renewed only on an "as availability of water permits basis" and will be acted upon as a new meter service.

7.05 -- INTERRUPTIONS OF SERVICE.

The Water Department will exercise reasonable efforts to prevent interruptions of service. When interruptions occur, the Water Department shall re-establish service within the shortest time possible. The Water Department is not obliged to notify customers of service interruptions but will make all possible efforts to do so.

7.06 -- CUSTOMER AND NON-CUSTOMER COMPLAINTS.

Upon complaint to the Water Department, either at the Water Department office, by letter or by telephone, the Operations Manager will promptly make a suitable investigation and advise the complainant of the results. The manager may respond to the complainant in writing or by telephone. In either case, a written record of the complaint and disposition will be kept by the manager and reported monthly to the Water Commission. If the results are not to the complainant's satisfaction, the complainant may submit to the Water Department a written request to appear before the Water Commission. The complainant will be placed on the agenda of the next regular Water Commission meeting.

7.07 -- SERVICE AGREEMENT.

There must be a Service Agreement on file for each property that is connected to the Garden Ridge Water System. The agreement must be executed by the property owner, tenant, or agent for the property and by their signature agree to comply with the requirements of this Ordinance. Any property that was connected to the water system prior to its acquisition by the City of Garden Ridge is considered to have an agreement on file and through such agreement the property owner, tenant, or agent for the property agrees to the requirements of this Ordinance.

Failure by a property owner, tenant, or agent for a property connected to the Garden Ridge Water System to execute a Service Agreement, when required, shall result in refusal of service, disconnection of service and/or unauthorized connection to services.

Service Agreements are in "Appendix D" of this Ordinance.

7.08 -- PRIORITY OF SERVICE.

Priority of service will be in the order of: (1) Emergency Services (Cooperative effort only); (2) Residential in-home use; (3) Agricultural and livestock; (4) Industrial and Commercial; (5) Other.

7.09 -- OPERATING PRESSURES.

Minimum service pressure shall not be below 20 psi operating pressure. Maximum pressures may be at the Water Department's discretion. It will be the customer's responsibility to protect plumbing on the customer's side of the water meter against excessive pressures or surge using individual pressure regulators or other approved devices set forth in the State Plumbing Codes.

7.10 -- SERVICE AREAS.

The Water Department's service area is that area within which its lines and customers are located, and which area is approved by the Certificate of Convenience and Necessity issued by the Texas Water Commission. This area is located in Comal County, Texas, and includes the City of Garden Ridge, Texas, and the ETJ areas of the City of Garden Ridge, Texas, not serviced by another water system having possession of a valid Certificate of Convenience and Necessity to serve said areas.

SECTION 8. RATES & BILLING (GENERAL).

8.01 -- COMMITTEE TO SET RATES.

The City Council of Garden Ridge, Texas, is empowered to establish water rates, water charges, and special service rates where extenuating circumstances exist. The water rates and charges may be revised from time to time.

8.02 -- BILLS DUE WHEN SENT.

All bills shall be considered rendered when delivered to the U.S. Post Office with postage prepaid for mailing to the customer. Failure of the customer to receive any such bill shall in no way relieve the customer of the duty and obligation to pay for the services rendered.

Charges for each account shall be on a continuous basis, from the date of the initial meter installation until notification for discontinuance is received and accepted by the Water Department. Upon receipt and acceptance of an application for discontinuance, the water meter shall be locked or plugged, and no additional charges imposed. Service and charges shall resume when an application for new service has been made and accepted and applicable fees paid by the applicant.

8.03 -- BILLING CYCLE.

Water meters will normally be read on the 23rd day of the month. If the 23rd falls on a weekend or holiday, meters will be read the business day nearest the 23rd (before or after). Statements of charges will be mailed as near the first day of the month following the meter reading as possible and shall include charges for the volume of water used and for any other charges due. Payment shall be received by the Water Department on or before the 15th day of the month immediately following the billing. If the 15th of the month falls on Saturday, Sunday or a legal holiday, payment shall be received on the next business day. Payments not received by the close of business on the 15th day of the month following the billing shall be considered delinquent and will incur a 10% penalty fee on any unpaid portion of the bill. This 10% fee will continue to be added to the charges due for each additional 30-day period the charges remain unpaid.

If the customer's account is considered delinquent, in addition to penalties, actions will be initiated in accordance with Section 8.01.

8.04 -- HOW CHARGES ARE COMPUTED.

Billings for water service will reflect charges computed under a "Net Rate" and a "Gross Rate". The "Net Rate" applies if the charges are paid on or before the 15th day of the month following the billing date. The "Gross Rate" applies if charges are paid after the 15th day of the month following the billing date.

(The "Gross Rate" is a combination of the "Net Rate" plus an additional penalty fee (10% of the "Net Rate") because payment of the charges are overdue. An additional ten percent (10%) of the original "Gross Rate" shall be added for each additional thirty (30) day period for which charges remain unpaid.)

SECTION 9. DELINQUENT ACCOUNTS.

9.01 -- RESULTS OF NON-PAYMENT.

If water bill charges have not been paid by the close of business on the 15th day of the month following billing, the customer's account is considered to be delinquent. The Water Department will issue a written notice to the customer of the intention to disconnect water service. The due date on this Final notice will allow the customer 10 calendar days within which to request, from the Water Commission's designated representative, a formal hearing. Failure to make payment on or before the specified due date of the Final notice will result in disconnection of service and the customer will incur a disconnect and reconnect fee. If the customer wishes to exercise their right to request a formal hearing, they will need to do so within the same 10-day period of the Final notice, or the customer waives the right to such hearing. In addition to immediate disconnection of water, the Water Department may take appropriate legal action to recover any unpaid balances and applicable fees.

The Water Department may waive the disconnection of service for a customer whose delinquent balance is less than the required deposit for service. If a customer has been served by the Water Department from a period preceding the deposit requirement, then the disconnection of service may be waived as if a deposit has been secured. A deposit will be required from said customer if said customer is due to be disconnected a second time. The Water Department may waive the disconnect and reconnect charges, one time, if the customer signs up for auto-draft payments.

9.02 -- HEARING PROCEDURES.

If the customer exercises the right to request a hearing within the 10 day period, the Water Commission, or its representative, shall inform the customer of the date, time, and location of the next regularly scheduled meeting of the Commission at which formal hearings will be conducted. Information pertaining to the date, time, and location of the hearing shall be conveyed to the customer who requested the hearing within five (5) days after the receipt of the request for formal hearing by the Water Commission or its designated representative.

At the hearing requested by the customer, the Water Commission or its designated representative shall examine the facts and circumstances of each case and consider the views expressed by interested parties attending the hearing. The Water Commission shall render a final decision concerning the rationality, propriety, or existence of utility charges assessed to the customer who requested the hearing. Such decision will be rendered with ten (10) days after the formal hearing and will be sent to the customer via certified mail, return receipt requested.

The disconnection process will be suspended until the hearing has been completed and the decision of the Water Commission has been rendered and mailed to the customer. Upon receiving the Commission's decision, the customer shall immediately (within three (3) days) pay all prescribed fees or late charges or face immediate disconnect procedures.

9.03 -- DISCONNECTION OF SERVICE.

If a customer whose account is deemed delinquent waives the hearing process outlined in Section 9.02, or the Water Commission completes the hearing process requested by the delinquent customer and has determined that said customer is delinquent, the Water Commission is authorized to order the immediate physical disconnection of water service.

Water service shall not be reinstated until all charges shown on the bill, plus a disconnect and a reconnect fee as shown in Section 27, are paid in full.

In addition to the foregoing, the customer whose service was disconnected shall deposit with the Water Department an amount to secure the user's future charges if reconnection of water service is authorized. This deposit shall be in an amount sufficient to cover the "Gross Rate" water charges the user incurred for the previous two months of service, or one hundred (100) dollars whichever amount is higher. The deposit shall be collected before water service is reconnected and shall be refunded in accordance with the regulations of the Water Department.

SECTION 10. DISCONTINUANCE AND/OR DISCONNECTION OF WATER SERVICE.

10.01 -- DISCONTINUANCE OF WATER SERVICE.

No user of water services from the Water Department shall sell any such service and no such service shall be furnished to any user thereof. Any person violating any provision of this regulation shall be subject to the violation provisions of Section 5 of this Ordinance and subject to immediate discontinuance of water service after due notice has been given the customer if the illegal service thereafter continues.

10.02 -- DISCONNECTION OF WATER SERVICE.

Water service may be disconnected for any of the following reasons:

- a) Failure to pay a delinquent account or failure to comply with the terms of a deferred payment agreement
- b) Violation of the Water Department's rules pertaining to the use of service in a manner which interferes with the service of others or the operation of nonstandard equipment, if reasonable attempt has been made to notify the customer and the customer is provided with a reasonable opportunity to remedy the situation;
- c) When a dangerous condition exists for as long as the condition exists;
- d) For the unlawful removal of any water meter that has been placed, installed or is owned by the Water Department, or in any manner change, interfere with, bypass or tamper with any such meter. The provisions of this paragraph shall not apply to the employees of the Water Department when acting in their official capacity.

In the event any of these situations are discovered or determined, the Water Department shall take such steps to discontinue the improper use and disconnect the meter. Service will thereafter not be resumed to the user/customer until such user/customer shall have paid all estimated charges for consumed water together with any damage to the meter or mains, plus a one hundred dollar (\$100.00) reconnection charge. If tampering or bypassing the meter occurs again, the meter will be removed and legal action taken against the user/customer to restrain such activity and recover damages.

SECTION 11. CONTINUANCE OF SERVICE.

11.01 -- GENERAL POLICY ON DISCONNECTION OF WATER SERVICE.

Unless a dangerous condition exists, or unless the customer requests a service disconnection, service shall not be disconnected on a day, or on a day immediately preceding a day, when personnel of the Water System are not available to the public for the purpose of making connection and reconnection services.

The Water Department may not abandon a customer for a certified service area without giving fourteen (14) days written notice to its customers therein and all similar neighboring utilities, and approval from the Texas Water Commission.

11.02 -- REASONS WHY WATER SERVICE MAY NOT BE DISCONNECTED.

Water service to a customer of the Water Department may not be disconnected due to the following reasons or situations:

Delinquency in payment for service by the previous occupant of the premises. This situation should not occur if Section 7.03 has been complied with. However, should such an event occur, it shall not be a reason to disconnect water service.

- a) Failure to pay for merchandise or charges for non-utility services which are not billed to the user/customer. (Professional services are considered a water service.)
- b) Failure to pay for a different type or class of water service unless the fee for such service is included on the same bill as the water service.
- c) Failure to pay the account of another customer a guarantor thereof, unless the Water Department has, in writing, the guarantee as a condition precedent to providing service.
- d) Failure of a user/customer to pay charges arising from an under billing occurring due to any misapplication of rates more than six (6) months prior to the current billing.
- e) Failure of a user/customer to pay an estimated bill other than a bill rendered pursuant to an approved meter-reading plan, unless the Water Department is unable to read the meter due to circumstances beyond its control.
- f) Failure of a user/customer to pay charges arising from an under billing due to any faulty metering, unless the meter has been tampered with.

SECTION 12. DISCONNECTION AND RECONNECTION OF SERVICE.

12.01 -- CHARGES FOR DISCONNECTION AND RECONNECTION SERVICE.

Whenever a customer terminates water service at one address and renews a service, a disconnection fee and a reconnection fee shall be assessed against the customer. These charges are set forth in Section 27. Reconnection will only be made after the customer has otherwise completed an application for service and has Water Department approval for a meter at the new address.

12.02 -- ALL PAST ACCOUNTS MUST BE PAID FOR RECONNECTION SERVICE.

When any customer who is liable for water charges shall leave or vacate premises to which such charges are applicable, the customer shall not be furnished water service at a new location or premise until all water service charges owed by the customer are paid. The customer may still take the necessary and timely steps to request a formal hearing, as set forth in Section 8 of this Ordinance.

In the event the customer liable for water charges is responsible for payment of water service charges to ignore than one residence, location or premise, the Water Department reserves the right to disconnect water service to all residences for which that customer is responsible for payment of water service. Further, reconnection of service to any or all residences may be withheld until all past due accounts are satisfied.

SECTION 13. WATER CONNECTIONS AND EXTENSIONS (GENERAL).**13.01 -- GENERAL POLICY REGARDING CONNECTIONS AND EXTENSIONS.**

The following policies and procedures will apply to all connections and extensions made from and after the effective date of this section:

- a) The Water Department shall supply water to its customers through mains/lines owned or controlled by the Water Department and which shall be located in the streets, between the curb and sidewalk lines or in alleys, adjacent to property being served, or on easements controlled or owned by the Water Department.
- b) No customer shall be provided service unless the property being served has frontage along a Water Department main line.
- c) The Water Department may assess, in addition to the service connection charge, the estimated cost of breaking and replacing pavement necessary to make such connections; such assessment to be paid prior to the work being performed. If the assessment exceeds the actual cost of such pavement crossings, the difference shall be refunded to the customer upon completion of the work.
- d) If a connection or extension requires boring under or crossing over a highway or street the Water Department may assess the estimated cost of boring under or crossing over that highway or street to furnish water service regardless of the distance from the water main to the property line; such assessment to be paid prior to the work being performed. In the event the assessment exceeds the actual cost of boring under or crossing over the highway or street, the excess is refundable to the customer when work is completed.
- e) When a single customer or group of single customers is required to pay the cost of extending water mains in an area where service demands may be made upon those mains, by new customers, then the single customer or group of single customers may enter into a refund contract with the Water Department. This refund contract shall be for a period of fifteen years from the date of the main extension completion or the receipt by the single customer or group of single customers of 100% of the refund due, whichever occurs first. The refund shall in no case exceed the cost of the mains installed.

- f) The Water Department will set a meter, for use by the customer, at the front of the property to be serviced. The meter will sit a distance not to exceed 2 feet off of an adjoining property line and 1 foot off of a Right-of-Way line. When a connection is made by the Water Department to a main on the opposite side of the street, additional charges will be assessed as specified in Section 27.05 (Reference A).
- g) All lines constructed and meters installed under the provisions of this section shall be the property of the Water Department and the Water Department shall have full control and jurisdiction over such lines and meters.
- h) All extensions of water main facilities must conform to the City's master plan, ordinances, codes and regulations and must be reviewed by the City Engineer and must be approved by the City Council of Garden Ridge, Texas.
- i) No water service shall be provided unless and until the water connection charges, meter charges, and all other required charges are paid in advance.

13.02 -- RESPONSIBILITY FOR PAYMENT OF WATER CONNECTIONS.

The person who makes application for water service shall be responsible for payment of all charges provided for in this Ordinance until written notice is given the Water Department by such person of the intention to discontinue such service.

13.03 -- UNLAWFUL CONNECTION TO WATER MAINS OR WATER PIPES.

It shall be unlawful for any person to make, or permit to be made, any connection with or to the water mains or service pipes of the Water Department system. It shall also be unlawful to turn on or use water of the Water Department system without first obtaining a connection therefor. Violations will be subject to the provisions of Section 5 of this Ordinance. Application for connections shall be filed with the Water Department on forms prescribed by the Water Department. If the application or applications are approved, the connection shall be affected.

13.04 -- ALL CONNECTIONS SHALL BE MADE BY THE WATER DEPARTMENT.

Upon approval of a connection and payment of the required connection fee, the Water Department shall make, or cause to have made, the necessary connections and furnishing of a meter box and curb stop, the cost of which are included in the meter connection fee.

13.05 -- EVERY PREMISE SHALL HAVE A SEPARATE SERVICE CONNECTION.

Every premise connected with or to any water main or being supplied with any water from the Water Department, shall have a separate service connection, curb stop, meter (installed by Water Department) and customer supplied shut-off valve (to be installed by customer's plumber).

13.06 -- COMPLIANCE WITH PLUMBING REQUIREMENTS.

No connection shall be made to any house, building or premise to any portion of the Water Department's system if the customer's plumbing has been determined to contain cross connections or other violations of the Health Department requirements or standard building and plumbing codes. When the Water Department becomes aware of and confirms that the plumbing of any house, building or premise already connected to its water system is not or does not comply with the standards of material or workmanship provided for by appropriate provisions of this Ordinance, the Water Department shall have the right and duty, after notice to the owner,

occupant or person in charge of such premises, and the failure or refusal of such owner, occupant or person in charge to immediately remedy such condition, to discontinue all or any portion of service provided by the Water Department as may be required or suggested by the situation.

13.07 -- WATER DEPARTMENT INSPECTIONS ARE NOT A WARRANTY OF LIABILITY.

Plumbing inspections made by the Water Department in regards to effecting a water service connection shall not create any liability or warranty for, by or to the Water Department as to the quality or condition of the plumbing of the house, building or premises and such inspections are separate and apart from similar inspections required by other agencies or municipal offices.

SECTION 14. WATER DEPARTMENT TO MAKE WATER TAPS, CONNECTIONS, REPAIRS, ETC.

14.01 -- UNLAWFUL TAPS, SERVICE PIPES OR CONNECTIONS.

It shall be unlawful and subject to the violation provisions of Section 5 of this Ordinance for any plumber or other person, other than the tapper employed by the Water Department, to tap any water main, make connection with mains or extend service pipes from the main to the meter or to place a stop cock and stop box at that point. All of this equipment shall be under the exclusive control of the Water Department and such taps and service shall be paid for by the plumber or owner ordering the work to be done before work is commenced.

14.02 -- REPAIR AND RENEWAL OF WATER SERVICE PIPES.

The Water Department will make all repairs and renewals of water service pipes from the main to the meter and it shall be unlawful for any person, other than a duly authorized agent of the Water Department to repair or renew any such service pipe from the main to the meter.

SECTION 15. EXTENSION OF WATER SERVICE FROM ONE PREMISE TO ANOTHER.

15.01 -- EXTENSIONS TO BE MADE ONLY BY WATER DEPARTMENT PERSONNEL.

After water is introduced into a building or upon any premises, the same shall not be extended by any plumber or any other person to any other premises for additional fixtures, except upon consent of the Water Department.

15.02 -- CONNECTING SEPARATE BUILDINGS THROUGH ONE METER.

The connecting of separate buildings through one water meter will not be allowed unless authorized in accordance with Section 26.03 of this Ordinance.

15.03 -- USE OF MORE THAN ONE METER PER BUILDING.

Not more than one meter can be supplied to anyone building unless an entire separate piping system and separate service connections are provided by the owner of the building, and each meter shall constitute a separate contract, and pay at least the monthly minimum prescribed by this Ordinance.

SECTION 16. WATER METERS (GENERAL).

16.01 -- ALL WATER SHALL BE MEASURED BY METERS.

All water furnished by the Water Department to its customers shall be measured by a meter and all meters shall conform to Water Department specifications as to size and type.

All water meters connected to the Water Department system are the property of the Water Department. Meters are not owned by the customer whose residence or business served by the meter. The Water Department shall keep all meters owned by it in repair, without expense to the customer, except that the property owner will be charged for meters, boxes and materials damaged or destroyed through the act of negligence, or carelessness of the owner or occupant and for labor costs incurred in reestablishing service.

16.02 -- ONLY ONE CONSUMER CAN PURCHASE WATER THROUGH A SINGLE METER.

Not more than one consumer shall purchase water through any single meter without the consent of the Water Department unless single metering is authorized for more than one unit of occupancy and provided that responsibility for payment of all water services for the single-meter billing is assumed by the single property owner. In cases where single metering is to be used for more than single-unit occupancy and where one of those occupancies requires a higher water use than a single-family residence, a meter sufficient in size to meet the total requirements will be required. The size of the meter will be determined by the Water Department at the time of request for service.

16.03 -- READING METERS BY CUSTOMER.

As a general policy, each customer meter will be read once a month by the Water Department. Under special circumstances and upon approval by the Water Commission, a customer may be authorized to read his/her meter provided the reading is returned to the Water Department in time to effect billing in the normal, established billing cycle.

If a customer is authorized to effect his/her own meter reading, the meter will be read as nearly as possible on the corresponding day of the month, each month, but may be read other than on monthly intervals if circumstances warrant and authorization is received from the Water Commission.

16.04 -- ESTIMATED BILLINGS DUE TO OBSTRUCTION OF ACCESS TO A METER.

If easy access to a water meter is obstructed in any manner whatsoever by a customer, or if entrance to the premises is made dangerous by a vicious animal or otherwise, thereby preventing a meter reader from procuring a reading of the meter, the charges may be estimated for an amount not to exceed double the normal charge. It is further provided that in case the customer does not remedy the condition or should the customer refuse to pay the estimated bill, the Water Department shall have the right to discontinue water services without further notice and service shall not be resumed until the conditions complained of have been remedied and all charges for water service have been paid.

16.05 -- ESTIMATED BILLINGS DUE TO METER FAILURE.

If a meter fails to register the water actually consumed by reason of the register or meter being out of order, the Water Department shall assess the minimum water bill charges to the customer until the defective meter is repaired or replaced.

16.06 -- METER TEST ON REQUEST OF THE CUSTOMER.

Upon request of a customer, the Water Department shall test the accuracy of the customer's meter. The test shall be made at the Water Department's test facility. If it is found that the meter does not register in error more than two (2) percent fast, the customer shall pay the amount as set forth in Section 27.05 (L) for making the test and no adjustment of the charges shall be made. If the meter should register more than two (2) percent fast, the consumer shall pay no fee for the meter test and the Water Department shall make appropriate adjustments in the water service charges. Following the completion of any required test, the Water Department shall promptly advise the customer of the date of removal of the meter, and date of the test, the result of the test, and who made the test.

16.07 -- ADJUSTMENT TO BILL

- a) Fast Meter: Whenever any meter tested by the Water Department is found to have an average error of more than two (2) percent fast (in the Water Department's favor), a refund or credit will be issued to the customer for an overcharge based upon previous usage. An overcharge will not be adjusted for a time period longer than three months prior to the testing and only to the present meter owner.
- b) Non-Registering Meter: When a meter is found not to register for any period, unless bypassed or tampered with, the Water Department shall assess the minimum water bill charges to the customer for the billing period and will take immediate action to repair or replace the defective meter.
- c) Water Loss Adjustment: Upon request from a water customer, the City may authorize a partial reduction to a water bill for an unexpected high-water usage resulting from a water loss, such as a leak or criminal activity. Water customers must notify the Utilities Department no later than the due date of the water bill that a Water Loss adjustment will be requested. After notification to the Utilities Department, the water customer must submit a Water Loss Adjustment Request form (Appendix "F") with supporting documentation within 90 days to the Water Department. Water usage resulting from a qualified water loss will be charged at the second-rate tier. All non-qualifying water usage will be charged according to the rate structure in effect during the billing period. Any water loss adjustment spanning more than one billing period shall be considered a single event unless compelling evidence suggests otherwise. The Utilities Department will review each request and investigate the circumstances of each claim. Requests for water loss adjustments that extend 6 months beyond the billing period in which the water loss was detected will not be considered.
 - 1. If the water loss is determined to be the responsibility of the City in part or in full, the Public Works Director shall adjust the customer's water bill by crediting the amount of water usage determined to be the City's responsibility.
 - 2. If a qualifying water loss is determined not the responsibility of the City, the Public Works Director may approve a reduction of the customer's water bill up to \$250.00. If a qualifying water loss would result in larger credit, the customer may opt to accept in writing the \$250.00 credit as full settlement, or the request will be forwarded to the Water Commission for review and action.

3. If the Public Works Director determines that the water loss adjustment request lacks sufficient information to complete an investigation, the customer will be notified and allowed to submit additional information within a reasonable time period, but not longer than 45 days. If the Public Works Director cannot establish a qualifying water loss, or substantiate the volume of the qualifying water loss, the Public Works Director shall deny the request and inform the customer of the specific reasons for the denial. The Public Works Director will inform the customer of their right to have their request reviewed by the Water Commission and will forward the request for action if the customer so elects.
4. The Water Commission will review water loss adjustment requests at regularly scheduled meetings. Customers with pending water loss adjustment requests shall be informed of the date, time, and place where their request will be heard, and encouraged to attend in person or remotely, or to submit written statements. The Commission may consider the totality of facts and circumstances and determine whether or not a qualifying loss occurred, and if so the amount of the loss. In making its determination, the Commission shall consider the interests of the requesting customer, the interests of all other Utilities Department customers, and the impact on the Utilities Department, seeking to equitably balance these interests. The Commission will adopt findings and recommendations by majority vote. If the Commission finds that a water loss did not occur, or that the amount of such loss cannot be reasonably established, then no recommendation for adjustment may be made and the customer will be informed of their right to appeal to the City Council. If the Commission finds that a qualifying loss did occur, then the Commission may make a recommendation for adjustment based on the potential amount of the adjustment as follows. Water loss adjustments up to \$500.00 can be recommended to the City Administrator for action. Adjustments over \$500.00 will be forwarded to City Council for review and action. Upon recommendation from the Commission, the City Administrator can approve a Water Loss adjustment up to a maximum of \$500.00 or elect to forward the recommendation to City Council for review. When the Commission recommends a Water Loss Adjustment greater than \$500.00, the City Administrator may offer an adjustment of \$500.00 in lieu of City Council review and action. The customer must accept the adjustment as full settlement in writing.
5. All water loss adjustment requests and actions will be reported to the Water Commission and City Council in the Utilities Department Monthly Report.
6. Water loss adjustments will only be considered qualified if:
 - i. the billed usage amount is greater than 40,000 gallons; and
 - ii. water loss is repaired or corrected; and
 - iii. the water was shut off, if reasonably possible after detection; and
 - iv. all information for a thorough investigation is submitted to the Utilities Department in a timely manner.
7. No water loss adjustment will be made if:
 - i. reasonable indications of a leak existed, customer was notified of a leak (this includes AMI system notifications), and customer did not shut off the water or repair the leak in a timely manner; or

- ii. water loss resulted from customer's violation of Ordinance No. 54, Ordinance No. 61, or plumbing code adopted by the City; or
 - iii. reasonable indications show that a leak continues to exist; or
 - iv. excessive use in lawn irrigation systems as a result of programming errors or controller malfunctions; or
 - v. any water loss associated with the construction of residences or non-residential buildings that occur during construction.
8. If the amount of the water loss cannot be determined, any water loss adjustment should be based upon the average of the same month over the last 3 years (if available) or the highest consumption month in the last 12 months.

16.08 -- RE-READING OF METERS.

The Water Department will re-read a customer's meter upon request of the customer. If the reading is determined to be in error, the Water Department will make the necessary adjustment. No charge is made for re-reading the meter unless the Water Department determines that there is no basis for such requested re-reading.

SECTION 17. CROSS CONNECTION CONTROL.

17.01 -- GENERAL POLICY.

a) PURPOSE

1. To protect the public potable water supply of the City of Garden Ridge, Texas from the possibility of contamination or pollution by isolating within the customer's internal distribution system(s) or the customer's private water system(s) such contaminants or pollutants that could backflow into the public water system.
2. To promote the elimination or control of existing cross connections, actual or potential, between the customer's implant potable water system(s) and non-potable water systems, plumbing fixtures, and industrial piping systems.
3. To provide for the maintenance of a continuing program of cross-connection control that will systematically and effectively prevent the contamination or pollution of all potable water systems.

- b) RESPONSIBILITY. The Water System Manager shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants through the water service connection. If, in the judgment of said System Manager an approved backflow prevention assembly is required at the customer's water service connection; or, within the customer's private water system for the safety of the water system, the System Manager or his/her designated agent shall give notice in writing to said customer to install such an approved backflow prevention assembly(s) at his/her own expense; and, failure, refusal, or inability on the part of the customer to install, have tested, and maintain said assembly(s) shall constitute grounds for discontinuing water service to the premises until such requirements have been satisfactorily met.

17.03 -- REQUIREMENTS

a) WATER SYSTEM

1. The water system shall be considered as made up of two (2) parts: the utility system and the customer system.
2. Utility system shall consist of the source facilities and the distribution system and shall include all those facilities of the water system, under the complete control of the utility, up to the point where the customer's system begins.
3. The source shall include all components of the facilities utilized in the production, treatment, storage and delivery of water to the distribution system.
4. The distribution system shall include the network of conduits used for the delivery of water the source to the customer's system.
5. The customer's system shall include those parts of the facilities beyond the termination of the utility distribution system that are utilized in conveying utility-delivered domestic water to points of use.
6. The customer's system shall conform to the current plumbing code for backflow prevention adopted by the City in Ordinance 19. In cases where there is conflict, the stricter code will be enforced.

b) POLICY

1. No water service connection to any premises shall be installed or maintained by the water purveyor unless the water supply is protected as required by state laws and regulations and this section. Service of water to any premises shall be discontinued by the water purveyor if a backflow-prevention assembly required by this ordinance is not installed, tested, and maintained, or if it is found that a backflow-prevention assembly has been removed, bypassed, or if an unprotected cross connection exists on the premises. Service will not be restored until such conditions or defects are corrected.
2. The customer's system should be open for inspection at all reasonable times to authorized representatives of the City of Garden Ridge Water Department to determine whether cross connections or other structural or sanitary hazards, including violations of these regulations exist. When such a condition becomes known, the Water System Manager shall deny or immediately discontinue service to the premises by providing for a physical break in the service line until the customer has corrected the condition(s) in conformance with State and City Statutes relating to plumbing and water supplies and regulations adopted pursuant thereto.
3. An approved backflow-prevention assembly shall be installed on each service line to a customer's water system at or near the property line or immediately before the first branch line leading off the service line whenever the following conditions exist:
 - i. In the case of premises having auxiliary water supply that is not or may not be of safe bacteriological or chemical quality and that is not acceptable as an additional source by the Water System Manager, the public water system shall be protected against backflow from the premises by installing an approved backflow-prevention assembly in the service line, appropriate to the degree of hazard.

- ii. In the case of premises on which any industrial fluids or any other objectionable substances are handled in such a fashion as to create an actual or potential hazard to the public water system, the public system shall be protected against backflow from the premises by installing an approved backflow-prevention assembly in the service line, appropriate to the degree of the hazard. This shall include the handling of process waters and waters originating from the utility system that have been subject to deterioration in quality.
 - iii. In the case of premises having (1) internal cross connections that cannot be permanently corrected and controlled, or (2) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impractical or impossible to ascertain whether or not dangerous cross connections exist, the public water system shall be protected against backflow from the premises by installing an approved backflow-prevention assembly in the service line.
4. The type of protective assembly required under the subsections 17.03(a), 17.03(b), and 17.03(c) shall depend upon the degree of hazard that exists as follows:
- i. In the case of any premises where there is an auxiliary water supply as defined in Section 3 and it is not subject to any of the following rules, the public water system shall be protected by an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly.
 - ii. In the case of any premises where there is an irrigation system installed
 - a) If the premises has an on-site sewage treatment facility, the public water system shall be protected by an approved reduced-pressure principle backflow prevention assembly.
 - iii. In the case of any premises where there is any material dangerous to health that is handled in such a fashion as to create an actual or potential hazard to the public water system, the public water system shall be protected by an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly. Examples of premises where these conditions will exist include sewage treatment plants, sewage pumping stations, chemical manufacturing plants, hospitals, mortuaries and plating plants.
 - iv. In the case of any premises where there are “uncontrolled” cross connections, either actual or potential, the public water system shall be protected by an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly at the service connection.
 - v. In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete in-plant cross connection survey, the public water system shall be protected against backflow from the premises by either an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly on each service to the premises.

- vi. In the case of any premises where, in the opinion of the Water System Manager, an undue health threat is posed because of the presence of extremely toxic substances, the Water System Manager may require an air gap at the service connection to protect the public water system. This requirement will be at the discretion of the Water System Manager and is dependent on the degree of the hazard.

In the case of any premises where complete containment is necessary, thermal expansion devices will be required to be properly installed at the water heater.

5. Any backflow-prevention assembly required herein shall be a model and size approved by the Water System Manager. The term “approved backflow-prevention assembly” shall mean assembly that has been manufactured in full conformance with the standards by the American Water Works Association titled:

AWWA C510-89-Standard for Double Check Valve Backflow-Prevention Assembly, and

AWWA C511-89-Standard for Reduced-Pressure Principle Backflow Prevention Assembly, and have met completely the laboratory and field performance specifications of the Foundation For Cross-Connection Control and Hydraulic Research of the University of Southern California established by,

“Specification of Backflow-Prevention Assemblies”- Section 10 of the most current issue of the Manual of Cross-Connection Control.

Said AWWA and FCCHR standards and specifications have been adopted by the City of Garden Ridge. Final approval shall be evidenced by a “Certificate of Approval” issued by an approved testing laboratory certifying full compliance with said AWWA standards and FCCHR specifications.

The following laboratory has been qualified by the Water System Manager to test and certify backflow preventers:

Foundation for Cross-Connection Control and Hydraulic Research
University of Southern California
University Park
Los Angeles, Ca. 90089

Testing laboratories, other than the laboratory listed above, will be added to an approved list as they are qualified by the Water System Manager.

Backflow preventers that may be subjected to back-pressure or backsiphonages that have been granted a certificate of approval by said qualified laboratory and are listed on the laboratory’s current list of approved backflow-prevention assemblies may be used without further laboratory testing or qualification.

6. It shall be the duty of the customer-user at any premises where backflow-prevention assemblies are installed to have certified inspections and operational tests made at least once per year for high health hazard devices or once every two years for low health hazard devices. In those instances where the Water System Manager deems the hazard to be great enough, certified inspections may be required at more frequent intervals. These inspections and tests shall be at the expense of the water user and shall be performed by the assembly manufacturer's representative, water Department personnel, or by a certified tester approved by the Water System Manager. It shall be the duty of the Water System Manager to see that these tests are made in a timely manner. The customer-user shall notify the Water System Manager in advance when the tests are to be undertaken so that the Water System Manager may witness the tests if so desired. These assemblies shall be repaired, overhauled, or replaced at the expense of the customer-user whenever said assemblies are found to be defective. A copy of all testing results are to be turned in to the Water System Manager. Records by Water Department and customer-user shall be maintained for a minimum period of three years.

c) INSPECTION

1. The customer shall provide the Department with a customer inspection certification (as required by TCEQ rules for public water systems) on all new construction with city water service.
 - i. Inside city limits- This certification shall be presented to the Department prior to the final inspection of the building. If not received, a Certificate of Occupancy will not be issued and service will be terminated until certification is received.
 - ii. Outside city limits- This certification shall be presented to the Department upon construction completion or service will be terminated immediately until certification is received.
2. The customer shall provide the Department with a customer inspection certification (as required in Section 290.46 j of TCEQ rules for public water systems) on all renovation construction with city water service.
 - i. Inside city limits- This certification shall be presented to the Department prior to the final inspection of the renovation. If not received, service will be terminated until certification is received.
 - ii. Outside city limits- This certification shall be presented to the Department upon renovation completion or service will be terminated immediately until certification is received.
3. The customer shall provide the Department with a customer inspection certification (as required by TCEQ rules for public water systems) if the Department has reason to believe that cross-connections or other potential contaminant hazards exist.

SECTION 18. SERVICE OUTSIDE SERVICE AREAS.

18.01 -- WATER NOT FURNISHED BEYOND AREAS AUTHORIZED BY TWC.

No water shall be furnished by the Water Department beyond the areas authorized by the Texas Water Commission unless all plumbing, including all fixtures and appliances, through which water from the Water Department is to pass has been approved by the Water Department. In the event additional plumbing is installed on such premises, water service shall be discontinued to such consumer, unless such additional plumbing installation is approved by the Water Department.

18.02 -- SECTIONS CONSTRUING AGAINST THE WATER DEPARTMENT.

Nothing in this section or any other section of this Ordinance shall be now or hereafter be construed to compel the Water Department to furnish water to consumers beyond the Texas Water Commission certificated limits or to continue such service once begun, and the Water Department reserves the right to furnish service to such customers it deems advisable and to, at any time, wholly or partially discontinue the water supply upon violation of any of the terms of this Ordinance, the same as though such customer resided within the certificated territory.

SECTION 19. OPERATIONS MANAGER OF THE WATER DEPARTMENT.

19.01 -- CREATION OF OFFICE OF OPERATIONS MANAGER.

There is hereby created the office of Operations Manager for the Water Department, which officer shall have general supervision of the water system of the Water Department and shall have general supervision over all employees of the Water Department and shall make repairs deemed necessary and consistent with his or her duties.

19.02 -- REPORTING VIOLATIONS OF THE WATER SYSTEM.

The Operations Manager of the Water Department shall report violations of all regulations governing the establishment, maintenance, and operation of the Water Department to the City Water Commission.

19.03 -- AUTHORITY TO TURN WATER ON OR OFF.

Water Department Employees are the only individuals having authority to turn water on or off at any Water Department valve. No plumber or other person shall turn water on or off at any Water Department valve without written permission first being obtained from the Water Department.

19.04 -- TAMPERING WITH FIRE HYDRANTS AND OTHER WATER DEPARTMENT PROPERTY.

It shall be unlawful and subject to the violation provisions of Section 4 of this Ordinance for any person to open or close any unmetered fire hydrant or stop cock connected with or to the water system of the Water Department or to lift or remove the covers of any gate valves or shutoff thereof, without the permission of the Operations Manager of the Water Department, except in case of fire, and then under the direction of officers of the fire department.

19.05 -- TURNING ON WATER SERVICE AFTER SERVICE HAS BEEN DISCONNECTED.

It shall be unlawful and subject to the violation provisions of Section 5 of this Ordinance for any person to turn on the water supply or service to any building or to any supply pipe where the supply of water has been turned off, for any reason, by the Water Department, without permission of the Operations Manager of the Water Department.

SECTION 20. EASEMENTS, ACCESS, AND INSPECTIONS.

20.01 -- EASEMENTS

Each Water Department customer will, as specified in the Service Agreement, provide any easement required for right-of-way for the purpose of installing, maintaining, and operating such pipe lines and appurtenances which may be deemed necessary for the Water Department for service to the property owner or to other Water Department customers on such form as is required by the Water Department.

20.02 -- REFUSED EASEMENTS.

Any customer who refuses to grant Easements of Right-of-Way, as required by the Water Department, shall be deemed in breach of the Service Agreement and water service will be discontinued.

20.03 -- FAILURE TO GRANT EASEMENT CONSTITUTES A LIEN.

The failure of any customer or non-customer to grant the Water Department an easement may cause the Water Department extra expenses and liability. These extra expenses and liabilities include, but are not limited to, the extra length of following another route and the relocation of water mains when placed in public Right-of-Ways instead of on private easements. In such an event, the Water Department will notify the customer and/or landowner of these damages and will file a notice of record against his or her land in the County Court House records indicating that future water service to this property will be denied until the cost of these damages is recovered.

20.04 -- ACCESS TO CUSTOMERS PREMISES.

A customer of the Water Department shall give the duly authorized agents of the Water Department permission to enter the customer's property at all reasonable times for any purpose incidental to the supplying of water service.

Any person desiring to obtain or to continue to obtain service from the Water Department shall be required to submit to the inspection of his premises by the Operations Manager of the Water Department, or to his representative, when requested to do so.

SECTION 21. DUTIES OF CUSTOMERS/CONSUMERS.

21.01 -- MAINTAINING CONDITION OF OWN WATER LINES.

Customers/consumers of water from the Water Department shall keep their own service pipelines and apparatus in good repair and condition, protected from freezing at their own risk and expense, and shall prevent all unnecessary waste of water.

It is especially stipulated that no claim shall be made against the Water Department for or by reason of the breakage of any service pipe or service cock, or from any damage by reason of shutting off the water to repair mains, or for any other purpose, and in case of neglect or refusal to promptly repair an imperfection in the service pipes, lines, stops, or other fixtures which the Operations Manager may cause the water to be turned off.

21.02 -- SAFEGUARDING OF WATER DEPARTMENT LINES.

The customer is required to safeguard the Water Department's mains crossing his or her property and prevent construction along or over the easement therein other than as authorized by the terms of the easement.

SECTION 22. MAPS OF THE WATER DEPARTMENT'S WATER SYSTEM.

22.01 -- MAPS OF THE WATER DEPARTMENT'S WATER SYSTEM.

The Operations Manager shall keep in his or her office maps and plats of the Water Department's water system showing all mains and pipes laid or belonging to the Water Department, giving the size of same and showing the locations of all valves and fire hydrants.

SECTION 23. CUSTOMER CREDIT POLICY.

23.01 -- DEFERRED PAYMENT AGREEMENTS.

Upon request, a deferred payment agreement may be offered to a residential customer who has expressed an inability to pay all of his or her bill, if the customer's bill exceeds the average monthly bill for that customer for the previous twelve months by three times, and if that customer has not been issued more than two disconnection notices at any time during the preceding twelve months. Such agreements must be applied for in writing and must receive the approval of the City Water Commission. Deferred payment plans will include a finance charge which will be computed at an annual rate of ten percent (10%) simple interest and such charge shall be clearly stated on the deferred payment agreement.

23.02 -- RE-ESTABLISHMENT OF CREDIT.

Every residential customer who was previously served by the Water Department and whose service was discontinued due to nonpayment of billings shall be required to pay all amounts due the Water Department before further water service is rendered. Such applicants are entitled to apply for a deferred payment agreement.

SECTION 24. DEPOSITS FOR WATER SERVICE.

24.01 -- POLICY

- a) **RESIDENTIAL OR COMMERCIAL** - The Water Department requires a deposit from all permanent residential, commercial, and industrial water users in the amount set forth in Section 27.05.
- b) **TEMPORARY OR SEASONAL** - Temporary or seasonal service will be provided at any fire hydrant after the required deposit set forth in Section 27.05 (Reference R-3) is received.

24.02 -- RECORD OF DEPOSIT.

When a deposit for service is required, the Water Department shall keep records to show the name and address of each depositor; the amount and date the deposit was made; and each transaction concerning the deposit. In addition:

- a) The Water Department shall issue a receipt of deposit to each applicant from whom a deposit is received and shall provide means whereby a depositor may establish a claim to the deposit if the receipt is lost.
- b) The Water Department shall maintain a record of each unclaimed deposit for a period of at least four years, during which time the Water Department shall make a reasonable effort to return the deposit.

24.03-- REFUND OF DEPOSIT.

If water service is not connected or after disconnection of service, the Water Department shall promptly and automatically refund the customer's deposit in excess of the unpaid bills for service furnished. A transfer of service from one premise to another within the service area of the Water Department shall not be deemed a disconnection within the meaning of these rules, and no additional deposit may be demanded unless permitted by these rules.

SECTION 25. WHEN CASH PAYMENT IS REQUIRED.

25.01 -- WHEN CASH PAYMENT IS REQUIRED FROM A CUSTOMER.

If a customer pays a bill from the Water Department by check and that check is returned by a financial institution for insufficient or non-sufficient funds, the customer will be required to pay that month's bill in cash and shall be assessed a fee, as set forth in Section 27.05, for a dishonored check. Should the customer refuse to pay the bill or additional fee, the Water Department reserves the right to discontinue service to that customer.

In the event of a second check being returned for the same customer and for the same reasons stated above, the customer shall, in addition to being required to pay the additional fee set forth in Section 27.05, be required to pay all future Water Department bills in cash.

Any deviation from this policy must be approved by a unanimous vote of the City Water Commission.

SECTION 26. ESTABLISHMENT OF WATER RATES.

26.01 -- UNIFORM RATES FOR CUSTOMERS WITHIN CITY LIMITS.

A uniform monthly water usage rate shall be charged to all single-family residence customers who live within the incorporated limits of the City of Garden Ridge and who secure their water service from the City of Garden Ridge Water Department. Such rate is established in Section 27.02.

26.02 -- UNIFORM RATES FOR CUSTOMERS OUTSIDE THE CITY LIMITS.

A uniform monthly water usage rate shall be charged to all single-family residence customers who live outside the incorporated limits of the City of Garden Ridge and who secure water service from the City of Garden Ridge Water Department. Such rate is established in Section 27.02. Justification for a higher rate is that customers within the incorporated limits of Garden Ridge are assessed ad valorem taxes to recover the capital cost of purchasing the water company. The higher rate for customers residing outside the incorporated limits of Garden Ridge enables such customers to enjoy the services of the Water Department and to share a portion of the capital cost of purchasing the water company.

26.03 -- ARRANGEMENTS FOR OTHERS.

Where a residence, business establishment, complete apartment or mobile home unit is not within reach of a water main of the Water Department from which to secure water service, arrangements may be proposed to secure water from another user who receives service from the Water Department. Such arrangements are only authorized with the consent and at the option of the Water Department.

A special permit must be obtained from the Water Department to secure water through another user of the Water Department. The basic monthly water service charge to the customer through which water service is being provided shall be based on the "minimum" water bill rates established in Section 27.02, multiplied by the number of customer units securing water service through such that customer's meter. Each "minimum" will entitle the user to the regular minimum quantity of water for the classification of service for which the customer's water rates are billed. The regular minimum, additional minimum, and all water used over the minimums by such consumer shall be charged to the customer having the water meter.

26.04 -- ALL WATER PASSING THROUGH A METER WILL BE CHARGED.

All water that passes through a meter of the Water Department shall be charged for, whether used or not.

26.05 -- PRICE OF WATER PASSING.

Whenever water is purchased by any consumer other than through a service connection through the mains of the Water Department (such as water sold to another municipality) and such water is secured from water taps of the Water Department, such consumer shall pay current applicable rates.

SECTION 27. RATES AND FEES.

27.01 -- APPLICATION OF RATES

All charges for water connections, meter installations, and miscellaneous items detailed in this Section shall be paid in advance of any service being rendered. There will be no exception to this requirement unless approved, in advance, by a majority vote of the City Council or unless otherwise authorized in a Section of this Ordinance. Rates outlined in this Section may be changed from time to time by an approved by a majority vote of the Garden Ridge City Council.

27.02 -- BASIC WATER RATES FOR SINGLE FAMILY RESIDENCES

Basic water rates applicable to single-family residential customers depend on whether the residence to receive service is physically located within the incorporated limits of the City of Garden Ridge, Texas. Single family residences physically located within the extra-territorial jurisdiction area of the City of Garden Ridge, Texas, are considered to be outside the city limits of Garden Ridge, Texas. The rates are as follows:

Base Rates <i>(minimum monthly charge)</i>		
Meter Size	Meters Inside City Limits	Meters Outside City Limits
¾" Meter	\$39.00	\$55.25
1" Meter	\$42.90	\$60.78
1 ½" Meter	\$68.25	\$96.69
2" Meter	\$78.00	\$110.50

Tier Rates <i>(charged per 1,000 gallons used within the applicable tier rate range)</i>		
Number of Gallons	Meters Inside City Limits	Meters Outside City Limits
1,000 – 10,000	\$2.96	\$4.78
10,001 – 20,000	\$4.99	\$7.24
20,001 – 30,000	\$7.06	\$9.74
30,001 – 40,000	\$9.17	\$12.30
40,001 – 50,000	\$11.32	\$14.91
50,001 – 60,000	\$13.51	\$17.57
60,001 – 70,000	\$15.75	\$20.28
70,001 – 80,000	\$18.03	\$23.05
80,001 – 90,000	\$20.36	\$25.88
Over 90,000	\$22.74	\$28.76

27.03 -- BASIC WATER CHARGES FOR COMMERCIAL SERVICE.

- a) Classification C-1 -- One Inch (1") Meter (Capacity 25 GPM)
 1. See Section 27.02
- b) Classification C-2 -- One and One-Half Inch (1.5") Meter (Capacity 50 GPM)
 1. See Section 27.02
- c) Classification C-3 -- Two Inch (2") Meter (Capacity 80 GPM)
 1. See Section 27.02
- d) Classification F-1 -- Water Drawn From City Fire Hydrants
 1. See Section 27.02 Outside City Rates

NOTE: The customer is responsible for the cost of repairing or replacing any damage to the hydrant, meter, or valve associated with the hydrant while under contract for service.

27.04 -- WATER RATES FOR TEMPORARY SERVICE

See Section 27.02 Outside City Rates

27.05 -- CUSTOMER SERVICE CHARGES

All charges for water connections, meter installations, and miscellaneous items detailed in this Section shall be paid in advance of any service being rendered, except in the case of the charge for returned checks. There shall be no exception to this requirement unless approved by a majority vote of the City Water Commission or otherwise authorized by a Section of this Ordinance.

All of the following listed fees and/or charges apply, effective with the date of this Ordinance, for services rendered by the Water Department.

- a) Water Connection Charges.

Water connection charges are separate and apart from other fees and charges for water service. The water connection charge is a one-time non-refundable charge to a new customer when providing requested water service. The water connection charge is not an "impact fee" but merely a fee intended to cover the cost of the water meter itself plus the costs of making the connection to the water system.

The applicable charge depends on the classification of the customer, as shown below, and shall be paid when application for the requested water service is submitted to the Water Department. Application for service must be submitted at the time the building permit for that residence is issued. Applicable water connection charges are as follows:

1. Single-Family Residence:

1" Meter-----	\$1325.00
1.5" Meter-----	\$1550.00
2" Meter-----	\$1850.00

(The installation charge for larger meters will be negotiated)

2. Commercial Establishment: The charge will depend on the Commercial Classification of the establishment set forth in Section 26.03.

Commercial Classification C-1-----	\$1325.00
Commercial Classification C-2-----	\$1550.00
Commercial Classification C-3-----	\$1850.00

Where the Water Department approves a connection to a main which is across the street from the lot to be served, an additional charge in the amount of the total costs incurred for such additional services and resurfacing of street areas will apply. These costs are in addition to any fees or charges listed in this Section.

- A. Replace a damaged meter box-----\$50.00
- B. Replace damaged valve box-----\$150.00
- C. Replace damaged fire hydrant-----\$1400.00
- D. Replace sampling station-----\$450.00
- E. Replace air relief valve-----\$350.00
- F. Replace valve markers-----\$50.00
- G. Excavate, install and/or replace a damaged meter valve-----\$150.00
- H. Excavate, install and/or replace a damaged curb (meter) valve-----\$150.00
- I. Replace a damaged meter:
 - 1) 3/4"-5/8"-1" the cost of the meter plus-----\$40.00
 - 2) 1.5" and larger the cost of the meter plus-----\$60.00
- J. Upgrading meter size:
 - 1) 5/8" to 3/4": the difference in price of the meters plus-----\$40.00
 - 2) All other upgrades, refer to Section 27.05(a-1)
- K. Relocate a water meter at the request of or for the benefit of the customer refer to Section 27.05(a-1) – meter cost
- L. Meter Test When The Meter Is Not In Error-----\$50.00
- M. Turn-Off/Disconnection Charges.
Resulting from a delinquency or non-payment of water service bills-----\$40.00
- N. Turn-On/Reconnection Charges.
Resulting or following a turn-off or disconnection due to delinquency or non-payment of water service bills-----\$40.00

(NOTE: An additional charge of \$50.00 will be imposed for a turn-on or reconnection required to be performed during non-regular working hours.)

- O. Turn-Off & Turn-On Transfer of existing meter service to a new customer-----\$40.00
- P. Customer Service Charges. As a general rule, the following service charges will not be assessed the first time Water Department personnel are called to service a problem which is determined, by the Water Department, to be the responsibility of the customer. However, if Water Department personnel are called and respond to a service call which has previously been pointed out (to the customer) as his or her area of responsibility, the following charges apply:
- 1) On-Duty Service Calls
 - Minimum charge for the first half-hour----- \$30.00
 - Each hour (or fraction thereof) thereafter-----\$40.00
 - 2) Off-Duty Service Calls
 - Minimum charge for the first half-hour-----\$35.00
 - Each hour (or fraction thereof) thereafter-----\$45.00
- Q. Check returned for insufficient or non-sufficient funds-----\$30.00
- R. Deposits
- 1) Residential Water Deposit-----\$150.00
 - 2) Commercial Water Deposit----- \$200.00
 - 3) Fire Hydrant or Temporary Service Deposit-----\$400.00
 - 4) Fire Flow Service (Inside/Outside CCN)-----\$400.00

(Deposits refundable at termination of service minus any balance on account)

27.06 CUSTOMER FEES

The City of Garden Ridge Water Department may be assessed management fees, program fees and pumping fees for water that is allocated from, pumped from and/or supplied from the Edwards Aquifer and/or the Trinity Aquifer. The assessment of such fees as a pass-through fee to all water customers is authorized. Such fees will be collected from all water customers of the Garden Ridge Water Department. The charges will be billed monthly as a separate charge on customer water bills. No pass-through fees shall be charged if there is not metered use by the customer during the billing period. These charges shall be reviewed annually and adjusted as necessary for the full recovery of such fees assessed to the City of Garden Ridge Water Department.

SECTION 28. REQUESTS FOR SERVICE (GENERAL POLICY).

28.01 -- REQUESTS FOR SERVICE -- GENERAL POLICY

The City of Garden Ridge Water Department has adopted the following Policies relative to requests for services:

Each request for services involving more than one meter, or where there is some question of adequacy of service, may be referred to the Water Department's Engineer for study. The cost of the Engineering Study and report will be paid for in advance by the petitioner.

The Engineer will evaluate the request to determine, under the existing circumstances, what would be the conditions of service and report this to the City Water Commission and to the petitioner.

SECTION 29. NEW SERVICE APPLICATIONS AND CONNECTIONS.

29.01 -- APPLICATIONS FOR SERVICE.

Persons desiring water service are required to complete an "Application For Service" form and submit it to the Water Department. Upon receipt of a properly executed application, the Water Department will notify the applicant in writing, within five (5) working days, as to whether the application has been approved, disapproved, or is being returned for additional information.

29.02 -- APPROVED APPLICATIONS.

If the application is approved, the customer is then required to execute a Customer Service Agreement and return it, along with any required easements and payment for all fees and charges due to the Water Department or the City of Garden Ridge within thirty (30) calendar days of notice. Failure to complete these transactions within the time specified or otherwise agreed upon may, at the Water Department's option, void the approved application for service.

29.03 -- DISAPPROVED APPLICATIONS.

If the application is disapproved on the basis of inability to provide service, the applicant may engage (at the applicant's expense) an Engineer to evaluate the and or determine the water system's capability for providing the requested service. This Engineering report will be used by the Water Department to reevaluate their decision and determine under what conditions water service may or may not be considered for approval.

29.04 -- DEPARTMENT WATER MAIN IN PLACE ON THE CUSTOMER'S PROPERTY.

After approval of the customer's application and receipt by the Water Department of the applicable charges and fees, the Water Department shall effect installation of a standard meter box and a one inch (1") water meter at a mutually agreeable point.

29.05 -- DEPARTMENT WATER MAIN NOT IN PLACE ON THE CUSTOMER'S PROPERTY.

In the event an applicant desires water service on a property which does not currently have adequate Water Department mains in place, or the Water Department mains in place are insufficient to provide the service applied for, the applicant, in addition to paying the appropriate fees and charges, shall pay for additional facilities as may be required to provide the service. Any facilities so provided shall be the property of the Water Department.

29.06 -- APPLICATIONS REQUIRING PROFESSIONAL ENGINEERING SERVICES.

If the services of a registered professional engineer are required as a result of an application for service received by the Water Department, the engineer will be selected by the Water Department and the applicant for service will bear all expenses incurred from these services.

29.07 -- POLICY ON EXTENSIONS.

It is the policy of the Water Department that all extensions or improvements to facilities which are required as a result of an application or applications for service, except those that are part of a program to be financed by a capital improvement program of the City of Garden Ridge and the Water Department, shall be paid for in full by the applicant or applicants for such service, and will include the cost of engineering under Section 30.03. Payment received by the Water Department for such extension or improvement shall be in addition to the water connection and meter charges. (see Section 12.01)

29.08 -- REQUESTS FOR NON-STANDARD SERVICE.

If an applicant requires other than the standard service and meter provided by the Water Department, such applicant shall be required to pay 'all expenses incurred by the Water Department in excess of the expense that would be incurred in providing the standard service and meter.

29.09 -- REFUSAL TO PROVIDE SERVICE.

The Water Department may decline to provide service to an applicant until such applicant has complied with the state and governmental regulations and approved rules and regulations of the Water Department on file with the Commission governing the service applied for, or for the following reasons:

- a) If the applicant's installation, facilities or equipment is known to be hazardous or of such character that satisfactory service cannot be given; or
- b) If the applicant is indebted to any utility for the same kind of service as that applied for; or
- c) The Water Department's facilities cannot accommodate the requested service.

In the event the Water Department refuses service to an applicant under the provisions of these rules, the Water Department must inform the applicant of the basis of its refusal and inform the applicant that he or she may file a complaint with the Commission regarding the refused service.

29.10 -- INSUFFICIENT GROUNDS FOR REFUSAL TO PROVIDE SERVICE.

The following shall not constitute sufficient cause for the Water Department to refuse to provide service to a present customer or applicant:

- a) Delinquency in payment for service by a previous occupant of the premises to be served; or
- b) Failure to pay for merchandise, or charges for no utility service (except professional services related to service) purchased from the Water Department; or
- c) Failure to pay a bill to correct previous under billing due to misapplication of rates more than six months prior to the date of application; or

- d) Violation of the Water Department's rules pertaining to operation of nonstandard equipment or unauthorized attachments which interferes with the service of others, unless the customer has first been notified and been afforded reasonable opportunity to comply with said rules; or
- e) Failure to pay a bill of another customer as guarantor thereof, unless the guaranty was made in writing to the Water Department as a condition precedent to service; or
- f) Failure to pay the bill of another customer, at the same address, except where the change of customer identity is made to avoid or evade payment of a utility.

29.11 -- TYPES OF SERVICE.

The following are the different categories or types of service authorized by the Water Department:

- a) Single Residential Customer. A single residential customer is a consumer who has one meter for one residence on a single property.
- b) Commercial Customer. A commercial customer is a consumer who receives water for a commercial or business purpose.
- c) Dual Residential Customer. A dual residential customer is a consumer who has one meter for two residences, one of which must be a mobile home. This is considered to be a temporary situation subject to the removal of the second residence from the property. This service may be terminated by the Water Department at any time.
- d) Temporary Service Customer. A temporary service customer is a consumer who will receive water service for a limited period of time. Temporary service can be a metered or a non-metered sale. It is usually for the purpose of road or building construction, or for seasonal service. When using this category of service, water service will be delivered to a point in the distribution system designated by the Operations Manager of the Water Department.
- e) Mobile Home Park Customer. A mobile home park customer is a consumer that receives water through a single meter service, supplying more than two mobile home rental spaces, and the owner supplies water for each unit. No sub-metering or selling of water is allowed. The owner is billed for all service and is responsible for the piping to each unit. This type of service requires a special service agreement.
- f) Apartments, Condominiums and Duplex Customer. These multiple-residence customers are classified as a single consumer having a single owner and are served by one meter. The owner may be a homeowner association or an entity responsible for building maintenance. No sub-metering or selling of water is allowed. The single owner is billed for all service and is responsible for the piping to each unit. This type of service requires a special service agreement.

- g) Municipal Wholesale Customer. Municipal wholesale customers are usually a governmental entity (such as a Municipal Utility District) who own and operate their own distribution systems and purchase water by special contract from the Water Department.

29.12 -- LOCATION OF WATER METERS.

Water meters shall be placed in an easement on the applicant's property or private access road. The Water Department retains the right to choose the location of water meters but, so far as practical, the location should be mutually acceptable to the customer and the Water Department. (see Section 12.01(f))

29.13 --PERMITS AND EASEMENTS.

It shall be the responsibility of the applicant to secure all permits and easements as deemed necessary or required by the Water Department or by governmental agencies.

SECTION 30. REQUESTS FOR SERVICE TO SUBDIVISIONS.

30.01 -- REQUIREMENT FOR PRELIMINARY PLAT.

If the customer requesting service is a developer of lands (as determined by the Water Department), he or she must provide an overall preliminary plan showing the entire intended development together with a proposed water distribution System layout.

30.02 -- APPROVAL OF SUBDIVISION PLAT.

If the Water Department determines that the customer making application for service is required by law to prepare a subdivision plat for approval by local governmental agencies (County or Municipal), or the subdivision is outside the incorporated limits of the City of Garden Ridge or its extra-territorial jurisdiction, consideration of providing service shall be withheld until the required plat has been reviewed and approved by the Planning & Zoning Commission of Garden Ridge, and properly filed, approved and recorded as required by law with County or Municipal governmental agencies.

30.03 -- WHEN HYDRAULIC CONDITIONS WARRANT STUDY.

If the Water Department determines that the hydraulic conditions for a developer's proposed subdivision warrant a study, they will refer the request for service to the Water Department's Engineer for a study of the conditions. Expenses for such a study shall be paid by the applicant and the Engineer's report will, when completed, be forwarded to the City Water Commission.

Although the Engineer 5 report might indicate that service is possible, the report will not constitute an agreement for service. Prior to a decision by the City Water Commission regarding providing service to the customer, the Commission will review the Engineer 5 report to ensure that the conditions will not adversely effect the existing customers or other aspects of the water system. If no adverse impact is determined, the City Water Commission will enter into a water service agreement with the Developer.

30.04 -- APPROVAL OF PRELIMINARY SUBDIVISION PLAN.

Approval of the preliminary subdivision plan by the City Water Commission will not constitute an agreement for service for any or all units of the development.

30.05 -- IF WATER SYSTEM CANNOT ACCOMMODATE THE DEVELOPER'S REQUEST.

If the Water Department determines that the existing water system is inadequate to accommodate the requested services, the Developer will be required to construct any approach mains and all internal lines to the Water Department's specifications and dedicate these to the Water Department.

30.06 -- IF THE SUBDIVISION IS WITHIN CITY LIMITS OR THE CITY E.T.J.

If the subdivision of land is within the City Limits or the extra-territorial jurisdiction of any incorporated city or municipality, the developer must obtain approval or variances from the city or municipality for all proposed water lines.

If any part of a subdivision unit is within or adjacent to the extra-territorial jurisdiction of a city or municipality, as determined by the City Water Commission, the water system within the subdivision will be designed to conform to the fire protection standards of the municipality but will not be less than the standards of the Water Department. If the offsite supply mains are not sufficient to support fire hydrants, then the internal mains will be constructed so as to support fire hydrants in the future.

30.07 -- APPLICATIONS TO THE TEXAS WATER COMMISSION.

Upon completing the previous requirements of this Section, the Water Department may then apply to the Texas Water Commission for a Certificate of Convenience and Necessity, if such a certificate is not already in force. If a certificate is denied by the Texas Water Commission, the agreement with the Developer will be terminated and all fees, less expenses, will be refunded.

30.08 -- CONSIDERATION OF DEVELOPER'S REQUEST FOR SUBDIVISION SERVICE.

The Water Department will consider each request for service to a subdivision on a first-come, first-served basis.

In the event the Developer has not connected to the water system within the contracted time allowed, the Water Department reserves the right to either (1) require payment of a minimum monthly water charge, as specified in Section 27.02, for each unit (lot) platted in the subdivision; or (2) terminate the service agreement.

30.09 -- SUBMISSION OF CONSTRUCTION PLANS.

Upon approval of the preliminary plan of development, the developer shall then prepare a (1)-subdivision plat which conforms to all State, County and City regulations; and (2) detailed construction plans for the water system. These plans will be submitted for review and approval of the City Water Commission.

The developer's plans for construction of the water system must be submitted by the developer's engineers to the Texas State Department of Health Resources and to the Water Department's Engineer for approval.

Upon approval of the water system construction plans, the developer will, at the option of the Water Department, contract with the Water Department to construct the subdivision water system. The Water Department will, at its option, perform the construction, or have it performed, under contract with the developer at a price determined by bidding from at least three legitimate private contractors experienced at construction of water systems. The Water Department shall not be bound to accept the lowest construction bid submitted.

30.10 -- REIMBURSEMENT OF EXPENSES.

The developer shall reimburse the Water Department for all legitimate expenses incurred by the Water Department for plan reviews, inspections, tests, legal fees, etc. Such reimbursement will be effected on a monthly basis and no acceptance or use of the water mains will be made until all fees or expenses due the Water Department are paid in full.

30.11 -- APPROACH LINES TO SUBDIVISIONS.

All approach lines to the subdivision are required to be located on private land easements. These easements are to be secured by the developer on behalf of/in the name of the Water Department.

30.12 -- TERMS OF AGREEMENTS BETWEEN CUSTOMERS AND DEVELOPERS.

The terms of all agreements between customers and developers will be indicated in written agreements signed by both parties. No communications other than this will be recognized by the Water Department. Variances to this policy may be considered by the City Water Commission for sufficient and compelling reasons.

30.13 -- POLICIES, RATES, FEES, ETC., ARE SUBJECT TO CHANGE.

The policies, rates, fees, requirements, and other terms and conditions detailed in this Section are subject to change, without notice, at any time.

SECTION 31. CONDITION FOR SUBDIVISION PLAT APPROVAL AND WATER SOURCE.

31.01 -- EXECUTION OF AGREEMENT FOR SERVICE.

Upon execution of an agreement for service and payment of the Water Department's expenses to be incurred for engineering and or legal services in this regard, and satisfactory performance of the other terms herein, the Water Department agrees to offer the availability of water service to lots (one 1" meter per lot) in the subdivision for a period of twenty-four (24) months from the date of the agreement.

31.02 -- DEVELOPER AGREEMENT REGARDING CERTIFICATES.

The subdivision developer agrees to include the City of Garden Ridge Water Department Certificate and the Easement Certificate (Appendix A) on the Subdivision plat prior to recording.

31.03 -- SERVICES TO LOTS WITHIN THE SUBDIVISION.

Services to lots within the subdivision will be installed by the Water Department at their initial cost.

31.04 -- DEVELOPER'S EXPENSES FOR ENGINEERING.

The subdivision developer shall, at the developer's expense, engage a professional engineer to prepare construction plans to conform to the City of Garden Ridge Water Department's design standards and those of the regulatory agencies for the internal water distribution system within the subdivision.

These plans shall be submitted to the Water Department for approval and thereafter the developer shall be responsible for securing other governmental agency plan approvals and permits.

31.05 -- CONSTRUCTION PLANS FOR OFF-SITE IMPROVEMENTS.

Construction plans for off-site improvements shall be prepared, at the developer's expense, by the Water Department.

31.06 -- CONSTRUCTION OF INTERNAL AND OFF-SITE WATER LINE SYSTEM.

Construction of the internal and off-site water line system for the subdivision units shall conform to the City of Garden Ridge Water Department's standards of construction. Approval of the plans will be a responsibility of the Water Department and expenses thereof will be an expense to the developer.

At the option of the Water Department, the developer may be permitted to undertake construction of the internal and off-site water line system.

31.07 -- DEVELOPER'S PAYMENT OF CONSTRUCTION COSTS.

Prior to the Water Department executing the Water Department Certificate which has been affixed by the developer to the subdivision plat, the developer shall agree to remit, to the Water Department, the amount estimated by the Water Department for construction of the approach and internal water lines.

Prior to service being initiated to the subdivision, the Water Department will prepare a Final Statement of Cost which represents the Water Department's cost of making these improvements and the developer will remit the difference between the final cost and the estimated amount above. Similarly, the Water Department will return unexpended amounts to the developer.

31.08 -- OFF-SITE IMPROVEMENTS TO BE DEDICATED TO THE WATER DEPARTMENT

Upon completion, the approach lines, the internal water lines, and all other off-site facilities and improvements become the property of the Water Department for their ownership, use and maintenance. When the construction of these facilities has been accomplished by the developer, a twelve (12) month warranty on all facilities is required.

In addition to dedicating off-site improvements to the Water Department, the developer shall agree to pay an additional amount to the Water Department as a pro-rata cost of existing support facilities required to service the facilities. Such payment is to be made upon execution of the Agreement for Service.

If the developer fails to agree to the above dedication and additional payment to service the off-site improvements, the Water Department may void the agreement without refund or penalty.

31.09 -- WATER DEPARTMENT'S AGREEMENT TO ACCEPT THE FACILITIES.

The Water Department agrees, upon completion, to accept the facilities for operation and maintenance and thereafter to offer water services as requested to lot owners within the approved platted areas under the terms then in existence for customers along existing water mains.

Customers requesting service must pay the then current water connection and all other charges associated with securing water service.

Water service to lot owners will be conditional upon the developer having paid all professional service fees incurred by the Water Department's Engineer or Attorney on behalf of the project.

31.10 -- FAILURE TO COMPLETE TERMS OF THE AGREEMENT.

In the event the terms of an agreement relative to subdivision platting and waterline construction are not completed within twelve (12) months, the Water Department may, at its option, void all parts of or change the conditions of the agreement, including initial developer charges. No refunds of developer charges will be made.

The developer may petition the Water Department for time extensions which will be considered by the City Water Commission in light of the current cash flow and availability of water for others.

SECTION 32. VARIANCES TO SUBDIVISION REQUIREMENTS.

32.01 -- AUTHORIZATION FOR VARIANCES

The City Water Commission may authorize a variance from these regulations when, in its opinion, undue hardship will result from requiring strict compliance. In granting a variance, the City Water Commission shall prescribe only conditions that it deems necessary to or desirable in the public interest. In making the findings herein below required, the City Water Commission shall take into account the nature of the proposed use of land involved, existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such variance upon the public health, safety, convenience and welfare in the vicinity. No variance shall be granted unless the City Water Commission finds:

- a) That there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of the regulation would deprive the applicant of the reasonable use of his or her land; and
- b) That the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant and would deprive the applicant of the reasonable use of his or her land; and
- c) That the granting of the variance will not be injurious to other customers in the area or detrimental to the public health; and
- d) That the granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of this regulation. Such findings of the City Water Commission, together with the specific facts upon which such variance is granted, shall become a part of the minutes of the City Water Commission meeting that determines whether the requested variance will be granted.

Variations may be granted only when in harmony with the general purpose and intent of this regulation so that the public health, safety and welfare may be secured and substantial justice done. Pecuniary hardship to the developer or subdivider, standing alone, shall not be deemed to constitute undue hardship.

SECTION 33. CONSTRUCTION OF SUBDIVISION MAINS.

33.01 -- MAINS MUST CONFORM TO THE MASTER PLAN.

All water mains constructed as part of line extension or subdivision agreement will conform to the master plan requirements of the Water Department. All cost of construction will be at the developer's expense.

33.02 -- WHEN OVERSIZED LINES ARE REQUIRED

Should funds exist and permit, the Water Department may participate in the cost of the materials used to construct the line to a size required beyond that size required be constructed by the developer.

33.03 -- REFUNDS TO THE DEVELOPER.

All refunds due the developer will be in the form of a credit on the charges or pro-rata charges which the developer would owe the Water Department as a result of service to the subdivision.

SECTION 34. CAPITAL RECOVERY CREDIT FOR CONSTRUCTION COSTS.

34.01 -- AUTHORITY AND LIMITS FOR CAPITAL RECOVERY CREDITS.

In the event that a single customer is required to extend off-site mains or approach mains to reach the property to be served, or a subdivision developer is required to construct oversized mains, the City Water Commission may, at its discretion, approve a capital recovery credit to the customer for any and all costs of construction.

If a single customer is required to pay the cost of extending approach mains to his or her property, any capital recovery credit authorized by the City Water Commission shall not exceed the amount the single customer paid in water connection charges for service to his or her lot.

If the Water Department requires that an oversized main or mains be constructed by a subdivision developer (i.e., mains larger than the Water Department minimum size of 6") or requires the subdivision developer to construct mains larger than the developer's subdivision requires, then the difference in the construction cost between the oversized and the regularly required mains can, at the discretion of the City Water Commission, be authorized as a credit against the amount the developer paid in water connection charges.

SECTION 35. LINE EXTENSION REQUIREMENTS (GENERAL).

35.01 -- LINE EXTENSION REQUIREMENTS.

The following requirements apply to all line extensions of the Water Department:

- a) All mains shall meet the design and specifications of the Water Department; and
- b) Mains shall be placed in private easements, whenever possible; and
- c) The minimum main size shall be 6"; and
- d) Main extensions inside the incorporated area of Garden Ridge and its ETJ shall conform with the minimum requirements of the City of Garden Ridge; and

- e) All work done by private contractor and developers shall be guaranteed for a period of one year from the date such work is completed and accepted by the Water Department.
- f) All extensions of water lines shall be across the entire frontage of property being serviced.

SECTION 36. CAPITAL IMPROVEMENTS AND ASSESSMENTS.

36.01 -- NEED FOR CAPITAL IMPROVEMENTS.

Based on recommendations from the City Water Commission, the City Council of Garden Ridge will determine a need for and effect approval/disapproval of capital improvement project(s) to the city water system. When a capital improvement project(s) is approved, City Council will effect a resolution declaring the need for the improvement project(s) and direct that detailed plans and specifications, to include cost estimates, for the project(s) be prepared and submitted to City Council for approval.

36.02 -- CAPITAL IMPROVEMENT PROJECT DETERMINATIONS.

Upon receipt of detailed plans, specifications and cost estimates for the improvement project(s), City Council will determine:

- a) If cost of the project(s) is to be paid wholly by the City of Garden Ridge Water Department or partly by the Water Department and partly by the owners of the benefited property. If the project(s) cost is to be paid wholly by the City Water Department, City Council will determine the funding procedure and fiscal year the improvements are to be funded and accomplished.
- b) If the project(s) can be accomplished by using personnel and facilities of the City of Garden Ridge Water Department or if professional (outside contracting) assistance is required or appropriate. If outside contracting is required or deemed appropriate, City Council will direct the Water Department (through the Water Department engineer) to formally solicit bids for the approved project. If determined that the improvements can be accomplished utilizing water Department personnel and facilities, the Water Department will be directed to proceed with the improvement project.

36.03 -- DECLARATION OF COSTS AND ESTIMATED ASSESSMENTS.

If the project(s) cost is to be paid partly by the City of Garden Ridge Water Department and partly by the owners of the benefited property, City Council will:

- a) Prior to authorizing construction of the improvement, determine the amount to be paid by the City Water Department and the amount to be paid by the owners of the benefited property. The amount to be paid by the owners of the benefited property shall not exceed ninety (90%) percent of the estimated cost of the improvements.
- b) Establish a date for a public hearing and provide notice of the time, date and place of the hearing to owners of benefited property. Said notice:

1. Will be published in the Official City Newspaper;
 2. Will generally describe the property to be benefited and the nature of the improvement for which the City is making the assessment and to which the notice relates;
 3. Will describe the water system to be improved or the portion of the system to which the improvements relate;
 4. Will state the estimated amount per front foot proposed to be assessed;
 5. Will state the estimated total cost of the improvements to be made; and
 6. State the time, date and place of a hearing.
- c) File a notice signed by the Mayor, with the County Clerk which substantially shows that the City Council has determined that the water system improvement(s) are necessary, identify the required improvements by location, stating that a portion of the cost of the improvements is to be specifically assessed as a lien against the benefited property, and describing that property.

36.04 -- HEARING PROCEDURES.

In procedures being implemented by this section, the City shall publish the first notice of a public hearing before the 10th day before the date set for the hearing and must publish the notice at least three times in a newspaper of general circulation in the City. Further:

- a) The City Council shall conduct the hearing and ensure that each person who owns or claims benefited property or an interest in that property is entitled to be heard.
- b) The City Council shall have the authority to correct any deficiency and may redetermine the amounts of the assessments and other necessary matters.
- c) The City Council may, by ordinance, close the hearing and may levy the assessment for improvements. If assessments are levied:
 1. Such levy may take place before, during, or after the construction of the improvements.
 2. Such levy may not make any part of such an assessment mature before the acceptance by the City of the improvements for which the assessments are levied.

36.05 -- RIGHT OF APPEAL.

A person who owns or claims assessed property or an interest in that property may appeal the assessment by bringing suit in a court of competent jurisdiction within fifteen (15) days after the date the assessment is levied.

36.06 -- ASSESSMENT PROCEDURES.

In assessments levied under authority of this section, the following terms and conditions apply;

- a) Amounts assessed will not be more than nine-tenths of the estimated cost of improvements against the benefited property and owners of that property;
- b) Amounts assessed will be due and payable to the City not later than thirty calendar days following completion of the improvements for which the assessment was levied and acceptance of the completed improvements by the City.

36.07 -- ASSESSMENT DEFAULTS.

Assessments not paid within the time limits prescribed in Section 36.05 shall be considered in default and will be subject to an interest charge of ten (10%) percent per annum until paid. In addition:

- a) An assessment considered to be in default is collectable with interest, cost of collection, and reasonable attorney's fees.
- b) An assessment considered to be in default is a first prior lien on the assessed property and the lien takes effect on the date that notice of the proposed improvements (see Section 36.02) is made.
- c) An assessment lien for an assessment considered to be in default is superior to any other lien or claim except a state, county, school district, or municipal tax lien.
- d) An assessment considered to be in default is a personal liability and charge against the owners of the assessed property on the date on which the lien takes effect, whether or not the owners are named in a notice, instrument, certificate, or Ordinance provided for under this section.

SECTION 37. REBATE PROGRAMS AND WATER CONSERVATION INCENTIVES.

37.01 – WASHING MACHINE REBATE

Customers of the Water Department are entitled to one (1) rebate per household to be credited to their water bill for the proof of purchase and installation of a high efficiency washing machine at the household for which the rebate is being applied. The rebate is allowed for existing residences and businesses.

- a) Washing machines eligible for rebate are only those rated in the Tier 3 Level by the Consortium for Energy, Efficiency (CEE). Tier 3 Level washing machines have a Water Factor (WF) of 4.5 gallons of water per cubic foot of laundry.
- b) Amount of rebate – one hundred dollars (\$100.00).

37.02 – ULTRA-LOW FLOW TOILET REBATE

Customers of the Water Department are entitled to rebates for toilets meeting the EPA WaterSense specifications of 1.28 gallons per flush or less. Each customer is allowed a one-time rebate for each toilet replaced in an existing residence or business (based on the number of toilet locations).

In order for the rebate to be credited to their water bill the customer must provide proof of purchase and installation of the toilet/s.

- a) Ultra-low flow toilets are toilets that use no more than 1.28 gallons per flush.
- b) Amount of rebate – seventy-five dollars (\$75.00).

37.03 – HOT WATER ON DEMAND SYSTEM REBATE

Customers of the Water Department are entitled to a one (1) rebate per household to be credited to their water bill for the proof of purchase and installation of a Tankless Hot Water Heater or Recirculating Hot Water System at the household for which the rebate is applied. The rebate is allowed for existing residences and businesses. The rebate will be 10 percent (10%) of the cost of a Tankless Hot Water Heater or Recirculating Hot Water System excluding labor for installation and the total rebate shall not exceed \$200 (two hundred dollars).

37.04 - RESIDENTIAL IRRIGATION DESIGN REBATE

Customers of the Water Department are entitled to one (1) Residential Irrigation Design rebate per household of up to \$800 (maximum) to be credited to their water bill for the proof of purchase and installation of any combination of options, depending on the number of zones converted or capped, and if the irrigation remains at or below a personalized schedule for water use over a one year period and all rebate requirements as set forth below are complied with. Only existing irrigation systems are eligible for the rebate. All rebates will be applied to customer's water accounts in a series of two installments if the requirements for each installment are met.

- a) Customers will be eligible to receive the first installment of the Residential Irrigation Design Rebate upon completion of the following:
 - 1. Submission of a licensed irrigator's redesign of a water customer's irrigation system which includes any combination of the Irrigation Design criteria approved by the Water Manager and a personalized schedule for water use over a one-year period, and,
 - 2. The approved irrigation system redesign must be completed in accordance with all city ordinances and state laws governing irrigation system installation and design, and,
 - 3. The Water Manager will provide the water customer with an approved Residential Irrigation Design Rebate application upon final inspection of the completed irrigation system redesign.
- b) Customers will be eligible to receive the second (final) installment of the Residential Irrigation Design Rebate if water usage has remained at or below the personalized schedule of water usage over a one-year period beginning upon the date of the final inspection.

IRRIGATION DESIGN REBATE CRITERIA

\$450	Disabling entire irrigation system	Removal of the backflow device, backflow box, all valve boxes and the controller. Cutting the “T” connection and capping snugly to the mainline. Removal and capping of an existing zone valve.
\$250	Capping a zone	Area is now hardscape, has been converted to bedding area instead of turf, or plants are mature and do not require regular irrigation.
\$200	Converting a pop-up spray zone to drip/bubblers	Converting a zone currently irrigated by pop-up spray or rotor irrigation system. Conversion from fixed sprays and rotors to drip system, emitters must not exceed 1 gallon per hour per emitter. Drip irrigation must consist of: (1) Half-inch tubing with built-in emitters; or (2) Smaller point-source tubing connected laterally with individual emitters for specific plants. Tubing with laser holes is not eligible for rebate. Fittings must not be the barbed connection fittings but compression fittings that are more secure. System must include: (1) Pop-up head with its nozzle closed or capped and the stem painted a bright color; or (2) Manufactured flag indicator. This will indicate that the zone is working properly. Misters are not allowed. Bubblers must be nonadjustable, fixed flow – not to exceed 1 gallon/minute per head.
\$150	Splitting a zone to beds and turf	Conversion of a single zone that covers both turf and beds to two separate zones for turf and beds.

37.05 – SWIMMING POOL FILTER REPLACEMENT REBATE

Customers of the Water Department are entitled to one (1) Swimming Pool Filter Replacement rebate per household of \$250 to be credited to their water bill for the proof of purchase and installation of a high efficiency cartridge filter system for swimming pools that replace sand and diatomaceous earth (D.E.) filters. The rebate applies only to high-efficiency cartridge filter systems purchased after May 6, 2015.

37.06 – WATERSAVER PATIOSCAPE REBATE

Customers of the Water Department are entitled to one (1) WaterSaver Patioscape rebate per household of \$100 to be credited to their water bill with proof of replacing 200 square feet of grass with an approved patioscape when complying with the following requirements:

- a) Capping of irrigation system spray heads/rotors or drip lines in the area where the patioscape is installed.
- b) Rebate is for grass/turf replacement with Patioscape only.

- c) Existing beds and /or patios in existence at the time of passage of this ordinance are not eligible.
- d) Patioscape must be at least 200 contiguous feet.
- e) Patioscape must be at least 10 feet wide and cannot be used to create a pathway/walkway.
- f) Foundation for patioscape must be free of debris and be of a hard packed, pervious sub-soil.
- g) Patioscape must be flagstone, steppingstones or pavers. No other materials can be substituted.
- h) A pre inspection of the patioscape location and post inspection of the patioscape must be conducted by the Water Manager.

SECTION 38. CUMULATIVE AND SAVINGS.

This Ordinance is cumulative of all provisions of ordinances of the City of Garden Ridge, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. All previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

SECTION 39. SEVERABILITY.

The provisions of this Ordinance are declared to be severable. If any section, sentence, clause, or phrase of the Ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decisions shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect; it being the legislative intent that this Ordinance shall remain in effect notwithstanding the validity of any part. In the event that changes are made to state law, the provisions of state law will govern in the event of a conflict.

SECTION 40. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its passage, approval, and publication according to law.

PASSED AND APPROVED ON this 6th day of August, 2025.

Lisa Swint
Mayor

ATTEST:

Marisa Spencer
City Secretary

APPENDIX "A"
DESIGN CRITERIA FOR SUBDIVISION DISTRIBUTION SYSTEMS

A-01 -- FLOW REQUIREMENTS.

In sizing the distribution system water mains, the required design flow shall be the sum of the required fire flow and two-thirds of the required domestic flow as outlined below.

A-02 -- REQUIRED DOMESTIC FLOW -- RESIDENTIAL.

The required flow for domestic use in residential areas shall be in accordance with the following table:

<u>Maximum Number Of Dwelling Units</u>	<u>Maximum Supply Per Dwelling Unit (G.P.M.)</u>
50 -----	4.0
100 -----	3.0
200 -----	2.0
Over 200 -----	1.65 + 14 - 6/C

A-03 -- REQUIRED DOMESTIC FLOW -- NON-RESIDENTIAL.

The required flow for commercial, industrial, or other non-residential areas shall be as determined by the Water Department's Engineer. The requirements determined by the Engineer must be approved by the City Water Commission and the City Council of Garden Ridge, Texas.

A-04 -- REQUIRED FIRE FLOW -- SINGLE-FAMILY DWELLING AREAS

The required fire flow for single-family dwelling areas shall be in accordance with the following table:

<u>Maximum Number Of Dwelling Units</u>	<u>Minimum Fire Flow (G.P.M.)</u>
50 -----	250
100 -----	500
200 -----	1000
400 -----	1500

A-05 -- REQUIRED FIRE FLOW -- OTHER AREAS.

The required fire flow for areas other than those occupied by single-family dwellings shall be as determined by the Water Department's Engineer. The requirements determined by the Engineer must be approved by the City Water Commission and the City Council of Garden Ridge, Texas.

A-06 -- DISTRIBUTION MAINS.

Sufficient distribution mains shall be provided to furnish the required flow at pressures and velocities as herein provided. Mains shall be located to provide service to each lot within a subdivision and to provide a loop whenever possible. All mains shall be installed only in dedicated streets, alleys, utility easements, or on public rights-of-way in favor of the City of Garden Ridge Water Department for the use and benefit of the Water Department.

A-07 -- REQUIRED PRESSURE.

Water pressure in the distribution system shall not be less than 35 pounds per square inch under normal operating circumstances or 20 psi under any circumstances.

A-08 -- MINIMUM MAIN SIZE.

Minimum distribution main diameter shall not be less than 6 inches.

A-09 -- STANDARD MAIN SIZE.

Standard sizes of mains used shall have nominal diameters of six inches, eight inches, and twelve inches.

A-10 -- AIR RELEASE VALVES.

Design of distribution system mains shall provide for the installation of adequately sized air release valves at appropriately selected locations, as determined by the Water Department's Engineer.

A-11 -- VALVES.

A sufficient number of valves shall be installed so that no single case or accident, breakage, or repair to the water system will necessitate the shutdown of a length of pipe greater than 2000 feet or the length of one street from each crossroad or street to the next crossroad or street, whichever is the shorter distance. Valves shall be resilient wedge_seated gate valves and will open "left".

A-12 -- FIRE HYDRANTS IN GENERAL.

Fire hydrants shall be located along public right of ways, preferably at street intersections. A six-inch (6.) gate valve shall be installed between the water main and each fire hydrant. Fire hydrants shall be the dry-barrel type with safety flange, steam couplings, and sleeve. Fire hydrants shall be installed on no less than six-inch (6") nominal diameter pipe.

Fire hydrants shall be provided in accordance with State Board of Insurance or municipal requirement. Eddy Iowa and American Darling Fire Hydrants shall not be permitted.

A-13 -- FIRE HYDRANTS IN SINGLE-FAMILY DWELLING AREAS

Fire hydrants in single-family dwelling areas shall be located throughout the distribution system so that every building site is within five hundred (500) feet of a fire hydrant. Sufficient fire hydrants shall be provided so that no more than five hundred (500) feet of fire hose will be required to reach from a fire hydrant to the rear of any building site within the area served unless a variance is granted by the City of Garden Ridge.

A-14 -- CUSTOMER SERVICE LINES.

Customer service lines shall be provided to all lots within a subdivision and will have a nominal diameter of one and one-half inches (1.5") copper on dual services and one inch (1") on single services. All customer service lines are to be encased in larger diameter pipe across all road, sidewalk or driveway crossings.

A-15 -- MINIMUM MATERIAL AND CONSTRUCTION SPECIFICATIONS.

Water mains shall be rated as follows: All valves, fittings, and fire hydrants shall be A.W.W.A. approved and shall have mechanical joints. All valves and fire hydrants shall open "left". Solvent weld plastic joints are prohibited. All pipes will be a minimum of class C-900 or C-909 P.V.C. All mains will be installed so as to have a minimum cover of thirty-six (36) inches upon completion of the subdivision and all pipes is to be bedded with select material.

Compaction of street crossings shall be 90% proctor density of the trench.

Disinfection, testing, and other construction standards shall conform to standards of the Texas Natural Conservation Commission and State Health Department.

APPENDIX "B"

CITY OF GARDEN RIDGE WATER DEPARTMENT CERTIFICATE

Upon request of the customer and payment of all required fees, the City of Garden Ridge Water Department, Garden Ridge, Texas, will provide domestic water service to each lot in this subdivision by Agreement with the Developer.

After _____, the water service will be on an "As Available" and a "First-Come, First-Serve" basis.

(Name of City Water Commissioner)
Water Commissioner
City of Garden Ridge, Texas

(Name of Mayor)
Mayor, City of Garden Ridge, Texas

APPENDIX “C”

EASEMENT CERTIFICATE *

STATE OF TEXAS §

COUNTY OF COMAL §

CITY OF GARDEN RIDGE §

The owner of the land shown on the plat, and whose name is subscribed hereto, and in person or through duly authorized agent, dedicates to the City of Garden Ridge Water Department of Garden Ridge, Texas, its successors and assigns, a perpetual easement with the right to erect, construct, install, and lay over and across those areas marked as “Utility Easement” pipelines, service lines, water meters, and other water system appurtenances as it requires together with the right of ingress and egress, the right to remove from said lands all trees, shrubs, grasses, pavements, fences, structures, improvements, or other obstructions which may interfere with the facility of the access thereto.

It is agreed and understood that no building, concrete slab or walls shall be placed within said easement areas.

Any monetary loss to the City of Garden Ridge Water Department resulting from modifications required of Water Department equipment located within said easement due to grade change, ground elevation alterations, or other alterations to the easement property shall be charged to the person or persons deemed responsible for said changes or alterations

Upon entering in and upon said easement, the Water Department will endeavor to restore the land surface to a usable condition but is not obligated to restore it to a pre-existing condition.

This easement is subject to the provisions of Title VI of the Federal Civil Rights Act of 1964 and the regulations issued pursuant thereto for so long as the easement continues to be used for the same or similar purposes for so long as the Grantee owns it.

* (This Certificate is to be executed and notarized by the property owner.)

APPENDIX "D"

WATER SERVICE AGREEMENT

AGREEMENT made this ____ day of _____, _____ between the CITY OF GARDEN RIDGE WATER COMPANY, a municipal water department organized and operated under the laws of the State of Texas and hereinafter called the Department, and the following named _____ person, _____ hereinafter referred to as the Customer:(NAME) _____

The Department agrees to sell and deliver water service to the Customer and the Customer agrees to purchase and receive water service from the Department in accordance with rules and regulations as specified in City ordinances governing water operations, as amended from time to time by the City of Garden Ridge.

The Customer shall pay the Department for service herein under at the rates and upon the terms and conditions set forth in the rate schedule adopted and from time to time by the Department.

In the event the Customer shall breach this agreement by (1) refusing or failing without just cause to connect to the Department's facility and use same as soon as the facility is available or (2) refusing or failing, without just cause, to pay the minimum monthly water rate as established by the Department, upon the occurrence of either of said events the Customer agrees to pay the Department liquidated damages.

All water shall be metered by meters to be furnished, installed and owned by the Department. The meter is for the sole use of the Customer and is to serve water to only one dwelling or only one business and does not permit the extension of pipe or pipes to transfer water from one property to any another, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc.

In the event the total water supply be insufficient to meet all of the needs of the customers, or in the event there's a shortage of water, the Department may probate the water available among the various customers on such basis as is deemed equitable by the Department and may also prescribe a schedule of hours covering the use of water for garden purposes by particular customers and require adherence thereto to prohibit the use of water for garden purposes; provided that, if at any time the total water supply be insufficient to meet all of the needs of all customers, the Department must first satisfy all of the needs of all customers for domestic and livestock purposes before supplying any water for garden purposes.

The Customer shall install, at his own expense, a service line from the water meter or connection to the point of use in accordance with rules of the Department.

The Customer shall provide a Customer Service Inspection Certification to the Department upon construction completion, or service shall be terminated.

The Customer shall hold the Department harmless from any and all claims or demands for damages to real or personal property occurring from the point the Customer ties on to the water meter to the final destination of the line installed by the Customer. The Customer agrees to grant to the Department an easement of right-of-way for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary for the Department on forms required by the Department.

The Department shall have the right to locate a water meter and the pipe necessary to connect the meter on the property of the Customer at a point to be chosen by the Department and shall have access to its property and equipment located upon the Customer's premises at all reasonable times for any purpose connected with or in the furtherance of its business operations and upon discontinuance of service shall have the right to remove any of its property from Customer's premises.

Billing

Name: _____

Service Location:

Mailing Address:

Phone #: _____ Work #: _____ Cell #: _____

Customer Signature: _____ Date: _____

New Cust. Fee: \$40.00 Security Deposit: \$150.00 BOTH WILL BE ON FIRST BILL!

Acct #: _____ First Billing Date: _____

APPENDIX "D"
FIRE FLOW SERVICE AGREEMENT
OUTSIDE OF GARDEN RIDGE CCN

AGREEMENT made this _____ day of _____ year _____ between the City of Garden Ridge Water Company, a municipal water department organized and operated under the laws of the State of Texas and hereinafter called The Department, and the following named person, hereinafter referred to as the Customer:

(NAME) _____

The Department agrees to deliver Fire Flow water service to the Customer and the Customer agrees to receive water service from the Department for fire flow service outside of the City's Certificate of Convenience and Necessity in accordance with rules and regulations as specified in City ordinances governing water operations, as amended from time to time by the City.

All plans for fire flow service must be engineered and submitted to The Department for approval, in accordance with the City's ordinances before construction begins.

The Customer shall pay the Department a yearly maintenance fee that shall be established in the city ordinance.

In the event the Customer shall breach this agreement by (1) refusing or failing without just cause to connect to the Departments facility and use same as soon as the facility is available or (2) refusing or failing, without just cause, to pay the yearly Maintenance fee as established by City of Garden Ridge ordinance or (3) if the Customer is found to be unlawfully obtaining water from the City or (4) if the backflow device is not inspected yearly the Department shall not furnish water to Customer for fire flow service, upon the occurrence of either of said events.

All water shall be metered by and to be owned by the Department. The meter is for the sole use of the Customer and is to serve water only for fire suppression in case of an emergency. Only one business will be served and does not permit the extension of pipe or pipes to transfer water from one property to any other, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc. unless approved by the Department.

In the event the total water supply is insufficient to meet all the needs of the customers, or in the event there is a shortage of water, the Department may not be held responsible for the lack of serviceable water.

The Customer shall provide the Water Company with proof of acceptance of fire suppression system from the Comal County Fire Marshal's Office prior to connection of service. The service may be required to be upgraded due to future rules or regulations that arise in the future.

The Customer shall hold the Department harmless from any and all claims or demands for damages to real or personal property occurring from the point the Customer ties on to the water meter to the final destination of the line installed by the Customer. The Customer agrees to grant to the Department an easement of right-of-way for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary for the Department on forms required by the Department. Any denial of easement will result in a null in void contract and the fire flow water service will be terminated.

The Department shall have the right to locate where the water service meter and the pipe necessary to connect the meter on the property of the Customer is to be located. The Department shall have access to its property and equipment located upon the Customers premises at all reasonable times for any purpose connected with or in the furtherance of its business operations and at all times in case of an emergency. Upon discontinuance of service, the Department shall have the right to remove any of its property from Customers' premises.

Billing Name: _____

Service Address: _____

New Construction: Subdivision _____ Block # _____ Lot # _____

Mailing Address: _____

Email Address: _____

Phone # _____ Work # _____ Cell # _____

Customer Signature: _____ Date: _____

Yearly Maintenance Fee: \$200.00 Security Deposit: \$400.00 BOTH WILL BE ON FIRST BILL
Acct # _____

APPENDIX “E”

Customer Service Inspection Certification

City of Garden Ridge Water Department

PWS I.D. #0460027

Location of Service:

I _____, upon inspection of the private plumbing facilities connected to the aforementioned public water supply do hereby certify that, to the best of my knowledge at the time of inspection:

	COMPLIANCE	NON-COMPLIANCE
1. No direct connection between the public drinking water supply and a potential source of contamination exists. Potential sources of contamination are isolated from the public water system by an air gap or an appropriate backflow prevention assembly in accordance with state and local plumbing regulations. Additionally, all pressure relief valves and thermal expansion devices are in compliance with state and local plumbing codes.		
2. No cross-connection between the public drinking water supply and a private water system exists. Where an actual air gap is not maintained between the public water supply and a private water supply, an approved reduced pressure-zone backflow prevention assembly is properly installed and a service agreement exists for annual inspection and testing by a certified backflow prevention device tester.		
3. No connection exists which would allow the return of water used for condensing, cooling or industrial processes back to the public water supply.		
4. No pipe or pipe fitting which contains more than 8.0% lead exists in private plumbing facilities installed on or after July 1, 1988.		
5. No solder or flux which contains more than 0.2% lead exists in private plumbing facilities installed on or after July 1, 1988.		

Water service shall not be provided or restored to the private plumbing facilities until the above conditions are determined to be in compliance.

I further certify that the following materials were used in the installation of the plumbing facilities:

<u>Service Lines</u>	Lead ☐	Copper ☐	PVC ☐	Other ☐
<u>Solder</u>	Lead ☐	Lead Free ☐	Solvent Weld ☐	Other ☐

I recognize that this document shall become a permanent record of the aforementioned Public Water System and that I am legally responsible for the validity of the information I have provided.

Signature of Inspector

Registration Number

Title

Type of Registration

Date

APPENDIX “F”
WATER LOSS ADJUSTMENT REQUEST

For Office Use Only

_____ - _____ W

To Be Completed By Customer

Name: _____ Phone: _____

Address: _____ Email: _____

Billing Period: _____ Bill Amount: _____

Please provide the date(s) of the water loss: _____

Was your water usage over 20,000 gallons? Circle: YES or NO

Are you aware of any other high usage on this bill? _____

Do you suspect criminal activity? Circle: YES or NO ***If yes, please submit a copy of your Police Report.***

If the leak was caused by someone else, have you put in a claim to recover the money from the responsible party? _____

What corrective measures/repairs have been made? Please provide documentation/receipts/pictures.

Do you still have a leak on your property? _____

Have you created a login for the AMI Customer Portal to view your usage and receive proper notifications? Circle: YES or NO

When were you first aware there was a leak? And how did you discover the leak? _____

How quickly was the leak repaired after discovery? _____

What are you specifically requesting of the Water Department? _____

Signature

Date

Please attach supporting documentation to this page.

To Be Completed By Water Department

Bill Amount: _____ Average Bill Amount: _____

Date Received: _____ Received By: _____

Historic Usage and Analysis: _____

Customer History of Requests: _____

Public Works Director Review and Comments: _____

Additional information requested: _____ Date Requested: _____

Additional Information submitted: _____ Date Received: _____

Amount Approved: _____

Disapproved: _____

Referred to Water Commission: _____

Public Works Director or Designee Signature

Date

Water Commission Recommendation: _____

Referred to City Administrator: _____ Date: _____
Referred to City Council: _____ Date: _____
Reason referred to City Council: _____

Water Commission Chair Date

City Council Action: _____

Amount Approved: _____

Mayor Date

Documents & Property Tax Calculations/Worksheet



Financial Policies

Link to [Investment Policy Ordinance 88 ↗](#)

Link to [Audits, Budgets, & Monthly Reports ↗](#)

Link to [Tax Rates ↗](#)

COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

JEFFREY J. BOOKER
CHIEF APPRAISER

STATE OF TEXAS
COUNTY OF COMAL

PROPERTY TAX CODE, SECTION 26.01 (a)

CERTIFICATION OF APPRAISAL ROLL FOR: CITY OF GARDEN RIDGE

I, Jeffrey J. Booker, Chief Appraiser of the Comal Appraisal District, do solemnly swear that I have made or caused to be made a diligent inquiry to ascertain all property in the district subject to appraisal by me and that I have included in the records all property I am aware of, at an appraised value determined as required by law. I, Jeffrey J. Booker, do hereby certify the following values are true and correct to the best of my knowledge:

2025 Taxable Value	\$1,081,156,887
2025 Taxable Value Under Protest	180,551,301
2025 Estimate of Taxable Value of Protests After Completion per § 26.01(c)	171,500,866
2025 Certified Taxable Value Excluding Protests	900,605,586

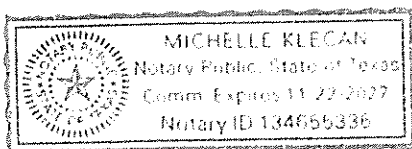
The above values should be used in accordance with the TNT process to calculate the 2025 tax rate. You may receive a supplemental roll later with additional value remaining after the Appraisal Review Board completes its hearings.

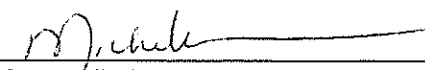
Please remember that the certified values are subject to change resulting from Appraisal Review Board action, correction of clerical errors, and granting of late homestead exemptions.

Approval of the appraisal records by the Comal Appraisal Review Board has not yet occurred.


Jeffrey J. Booker
Chief Appraiser

Sworn to and subscribed before me this 25th day of July 2025.




Notary Public County of Comal

2025 CERTIFIED TOTALS

Property Count: 1,820

CGR - CITY OF GARDEN RIDGE
ARB Approved Totals

7/25/2025 , 8:22:28AM

Land		Value			
Homesite:		232,705,541			
Non Homesite:		72,699,073			
Ag Market:		32,634,126			
Timber Market:		0	Total Land	(+)	338,038,740
Improvement		Value			
Homesite:		716,433,427			
Non Homesite:		93,068,675	Total Improvements	(+)	809,502,102
Non Real		Count	Value		
Personal Property:	208		97,717,870		
Mineral Property:	1		2,803,220		
Autos:	1		35,250	Total Non Real	(+)
			Market Value	=	100,556,340
					1,248,097,182
Ag	Non Exempt	Exempt			
Total Productivity Market:	32,634,126	0			
Ag Use:	82,613	0	Productivity Loss	(-)	32,551,513
Timber Use:	0	0	Appraised Value	=	1,215,545,669
Productivity Loss:	32,551,513	0			
			Homestead Cap	(-)	6,889,986
			23.231 Cap	(-)	3,944,734
			Assessed Value	=	1,204,710,949
			Total Exemptions Amount (Breakdown on Next Page)	(-)	304,105,363
			Net Taxable	=	900,605,586

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 2,297,949.19 = 900,605,586 * (0.255156 / 100)

Certified Estimate of Market Value: 1,248,097,182
 Certified Estimate of Taxable Value: 900,605,586

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2025 CERTIFIED TOTALS

Property Count: 1,820

CGR - CITY OF GARDEN RIDGE
ARB Approved Totals

7/25/2025

8:24:02AM

Exemption Breakdown

Exemption	Count	Local	State	Total
DV1	18	0	174,000	174,000
DV1S	2	0	5,000	5,000
DV2	31	0	235,500	235,500
DV2S	1	0	0	0
DV3	49	0	446,000	446,000
DV3S	2	0	0	0
DV4	245	0	1,320,000	1,320,000
DV4S	15	0	72,000	72,000
DVHS	318	0	245,167,557	245,167,557
DVHSS	21	0	14,057,250	14,057,250
EX	3	0	528,600	528,600
EX-XV	31	0	37,207,167	37,207,167
EX366	29	0	27,330	27,330
FR	1	0	0	0
LVE	1	0	0	0
PC	4	3,648,170	0	3,648,170
SO	24	1,216,789	0	1,216,789
Totals		4,864,959	299,240,404	304,105,363

2025 CERTIFIED TOTALS

Property Count: 260

CGR - CITY OF GARDEN RIDGE
Under ARB Review Totals

7/25/2025

8:22:28AM

Land		Value			
Homesite:		39,843,410			
Non Homesite:		9,222,880			
Ag Market:		4,738,791			
Timber Market:		0	Total Land	(+)	53,805,081
Improvement		Value			
Homesite:		121,917,138			
Non Homesite:		14,103,498	Total Improvements	(+)	136,020,636
Non Real		Count	Value		
Personal Property:	9		110,730		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					110,730
					189,936,447
Ag	Non Exempt	Exempt			
Total Productivity Market:	4,738,791	0			
Ag Use:	7,664	0	Productivity Loss	(-)	4,731,127
Timber Use:	0	0	Appraised Value	=	185,205,320
Productivity Loss:	4,731,127	0			
			Homestead Cap	(-)	2,530,577
			23,231 Cap	(-)	0
			Assessed Value	=	182,674,743
			Total Exemptions Amount (Breakdown on Next Page)	(-)	2,123,442
			Net Taxable	=	180,551,301

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 460,687.48 = 180,551,301 * (0.255156 / 100)

Certified Estimate of Market Value:	181,853,931
Certified Estimate of Taxable Value:	171,500,866
Tax Increment Finance Value:	0
Tax Increment Finance Levy:	0.00

2025 CERTIFIED TOTALS

Property Count: 260

CGR - CITY OF GARDEN RIDGE
Under ARB Review Totals

7/25/2025

8:24:02AM

Exemption Breakdown

Exemption	Count	Local	State	Total
DV1	3	0	22,000	22,000
DV2	8	0	75,000	75,000
DV3	8	0	82,000	82,000
DV4	18	0	204,000	204,000
DV4S	1	0	12,000	12,000
DVHS	2	0	1,433,160	1,433,160
EX366	1	0	2,370	2,370
SO	7	292,912	0	292,912
Totals		292,912	1,830,530	2,123,442

2025 CERTIFIED TOTALS

Property Count: 2,080

CGR - CITY OF GARDEN RIDGE

Grand Totals

7/25/2025

8:22:28AM

Land		Value			
Homesite:		272,548,951			
Non Homesite:		81,921,953			
Ag Market:		37,372,917			
Timber Market:		0	Total Land	(+)	391,843,821
Improvement		Value			
Homesite:		838,350,565			
Non Homesite:		107,172,173	Total Improvements	(+)	945,522,738
Non Real		Count	Value		
Personal Property:	217		97,828,600		
Mineral Property:	1		2,803,220		
Autos:	1		35,250	Total Non Real	(+)
			Market Value	=	100,667,070
					1,438,033,629
Ag	Non Exempt	Exempt			
Total Productivity Market:	37,372,917	0			
Ag Use:	90,277	0	Productivity Loss	(-)	37,282,640
Timber Use:	0	0	Appraised Value	=	1,400,750,989
Productivity Loss:	37,282,640	0			
			Homestead Cap	(-)	9,420,563
			23,231 Cap	(-)	3,944,734
			Assessed Value	=	1,387,385,692
			Total Exemptions Amount (Breakdown on Next Page)	(-)	306,228,805
			Net Taxable	=	1,081,156,887

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 2,758,636.67 = 1,081,156,887 * (0.255156 / 100)

Certified Estimate of Market Value: 1,429,951,113
 Certified Estimate of Taxable Value: 1,072,106,452

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2025 CERTIFIED TOTALS

Property Count: 2,080

CGR - CITY OF GARDEN RIDGE

Grand Totals

7/25/2025

8:24:02AM

Exemption Breakdown

Exemption	Count	Local	State	Total
DV1	21	0	196,000	196,000
DV1S	2	0	5,000	5,000
DV2	39	0	310,500	310,500
DV2S	1	0	0	0
DV3	57	0	528,000	528,000
DV3S	2	0	0	0
DV4	263	0	1,524,000	1,524,000
DV4S	16	0	84,000	84,000
DVHS	320	0	246,600,717	246,600,717
DVHSS	21	0	14,057,250	14,057,250
EX	3	0	528,600	528,600
EX-XV	31	0	37,207,167	37,207,167
EX366	30	0	29,700	29,700
FR	1	0	0	0
LVE	1	0	0	0
PC	4	3,648,170	0	3,648,170
SO	31	1,509,701	0	1,509,701
Totals		5,157,871	301,070,934	306,228,805

2025 CERTIFIED TOTALS

Property Count: 1,820

CGR - CITY OF GARDEN RIDGE

ARB Approved Totals

7/25/2025

8:24:02AM

State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,385	1,389.8232	\$3,174,090	\$999,062,787	\$729,382,842
B	MULTIFAMILY RESIDENCE	1	1.1080	\$0	\$286,208	\$286,208
C1	VACANT LOTS AND LAND TRACTS	115	483.4028	\$0	\$16,316,514	\$16,186,373
D1	QUALIFIED AG LAND	31	934.9410	\$0	\$32,634,126	\$81,964
D2	NON-QUALIFIED LAND	5		\$0	\$97,986	\$97,991
E	FARM OR RANCH IMPROVEMENT	15	323.7497	\$0	\$7,290,642	\$7,036,496
F1	COMMERCIAL REAL PROPERTY	28	162.8534	\$0	\$38,443,663	\$37,558,975
F2	INDUSTRIAL REAL PROPERTY	22	746.9880	\$0	\$16,190,159	\$13,611,208
J2	GAS DISTRIBUTION SYSTEM	1		\$0	\$1,187,890	\$1,187,890
J4	TELEPHONE COMPANY (INCLUDI	5		\$0	\$523,180	\$523,180
J5	RAILROAD	1		\$0	\$2,447,690	\$2,447,690
J7	CABLE TELEVISION COMPANY	2		\$0	\$330,550	\$330,550
L1	COMMERCIAL PERSONAL PROPE	147		\$0	\$13,311,050	\$13,311,050
L2	INDUSTRIAL PERSONAL PROPERT	22		\$0	\$82,200,050	\$78,551,880
M1	TANGIBLE OTHER PERSONAL, MOB	1		\$0	\$11,590	\$11,289
X	TOTALLY EXEMPT PROPERTY	64	126.1169	\$1,536,050	\$37,763,097	\$0
Totals			4,168.9830	\$4,710,140	\$1,248,097,182	\$900,605,586

2025 CERTIFIED TOTALS

Property Count: 260

CGR - CITY OF GARDEN RIDGE
Under ARB Review Totals

7/25/2025 8:24:02AM

State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	234	250.6065	\$1,219,610	\$171,825,036	\$167,870,787
C1	VACANT LOTS AND LAND TRACTS	2	5.4300	\$0	\$827,250	\$827,250
D1	QUALIFIED AG LAND	7	86.2365	\$0	\$4,738,791	\$9,296
D2	NON-QUALIFIED LAND	2		\$0	\$27,770	\$27,746
E	FARM OR RANCH IMPROVEMENT	5	7.6208	\$0	\$4,023,860	\$3,324,852
F1	COMMERCIAL REAL PROPERTY	5	15.2140	\$138,530	\$8,166,360	\$8,166,360
L1	COMMERCIAL PERSONAL PROPE	8		\$0	\$108,360	\$108,360
O	RESIDENTIAL INVENTORY	2	1.7200	\$0	\$216,650	\$216,650
X	TOTALLY EXEMPT PROPERTY	1		\$0	\$2,370	\$0
Totals			366.8278	\$1,358,140	\$189,936,447	\$180,551,301

2025 CERTIFIED TOTALS

Property Count: 2,080

CGR - CITY OF GARDEN RIDGE

Grand Totals

7/25/2025

8:24:02AM

State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	SINGLE FAMILY RESIDENCE	1,619	1,640.4297	\$4,393,700	\$1,170,887,823	\$897,253,629
B	MULTIFAMILY RESIDENCE	1	1.1080	\$0	\$286,208	\$286,208
C1	VACANT LOTS AND LAND TRACTS	117	488.8328	\$0	\$17,143,764	\$17,013,623
D1	QUALIFIED AG LAND	38	1,021.1775	\$0	\$37,372,917	\$91,260
D2	NON-QUALIFIED LAND	7		\$0	\$125,756	\$125,737
E	FARM OR RANCH IMPROVEMENT	20	331.3705	\$0	\$11,314,502	\$10,361,348
F1	COMMERCIAL REAL PROPERTY	33	178.0674	\$138,530	\$46,610,023	\$45,725,335
F2	INDUSTRIAL REAL PROPERTY	22	746.9880	\$0	\$16,190,159	\$13,611,208
J2	GAS DISTRIBUTION SYSTEM	1		\$0	\$1,187,890	\$1,187,890
J4	TELEPHONE COMPANY (INCLUDI	5		\$0	\$523,180	\$523,180
J5	RAILROAD	1		\$0	\$2,447,690	\$2,447,690
J7	CABLE TELEVISION COMPANY	2		\$0	\$330,550	\$330,550
L1	COMMERCIAL PERSONAL PROPE	155		\$0	\$13,419,410	\$13,419,410
L2	INDUSTRIAL PERSONAL PROPERT	22		\$0	\$82,200,050	\$78,551,880
M1	TANGIBLE OTHER PERSONAL, MOB	1		\$0	\$11,590	\$11,289
O	RESIDENTIAL INVENTORY	2	1.7200	\$0	\$216,650	\$216,650
X	TOTALLY EXEMPT PROPERTY	65	126.1169	\$1,536,050	\$37,765,467	\$0
Totals			4,535.8108	\$6,068,280	\$1,438,033,629	\$1,081,156,887

2025 CERTIFIED TOTALS

Property Count: 1,820

CGR - CITY OF GARDEN RIDGE
ARB Approved Totals

7/25/2025 8:24:02AM

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	SINGLE FAMILY RESIDENCE	1,370	1,362.9353	\$3,106,580	\$995,970,678	\$727,413,293
A2	MH & LAND-SAME OWNER	1	0.7166	\$0	\$161,320	\$73,650
A3	AUXILIARY IMPROVEMENT	12	19.0152	\$67,510	\$1,540,119	\$1,437,219
A6	VACANT LAND IN HOMESTEAD GRO	6	7.1561	\$0	\$1,390,670	\$458,680
B2	MULTIFAMILY-DUPLEX	1	1.1080	\$0	\$286,208	\$286,208
C1	VACANT LOTS & TRACTS	115	483.4028	\$0	\$16,316,514	\$16,186,373
D1	QUALIFIED AGRICULTURAL LAND	31	934.9410	\$0	\$32,634,126	\$81,964
D2	AG IMPTS ON QUALIFIED AG LAND	5		\$0	\$97,986	\$97,991
E1	RESIDENTIAL IMPTS ON LARGE NON	9	12.9467	\$0	\$3,736,333	\$3,736,977
E2	MANUFACTURED HOUSING ON LAR	1	0.2500	\$0	\$38,810	\$38,810
E3	AUXILIARY IMPTS ON LARGE NON Q	3	0.2500	\$0	\$333,462	\$333,462
E4	LARGE VACANT NON QUALIFYING L	5	310.3030	\$0	\$3,182,037	\$2,927,247
F1	COMMERCIAL IMPROVED	26	131.7664	\$0	\$34,716,166	\$33,831,478
F2	INDUSTRIAL IMPROVED	22	746.9880	\$0	\$16,190,159	\$13,611,208
F4	AUXILIARY IMPRV COMM HBU LAND	2	31.0870	\$0	\$3,727,497	\$3,727,497
J2	GAS DISTRIBUTION SYSTEMS	1		\$0	\$1,187,890	\$1,187,890
J4	TELEPHONE COMPANIES AND TEL C	5		\$0	\$523,180	\$523,180
J5	RAILROAD	1		\$0	\$2,447,690	\$2,447,690
J7	CABLE COMPANIES	2		\$0	\$330,550	\$330,550
L1	PERSONAL PROPERTY: COMMERCIA	147		\$0	\$13,311,050	\$13,311,050
L2C	Conversion	6		\$0	\$25,527,000	\$25,527,000
L2D	Conversion	1		\$0	\$204,190	\$0
L2G	Conversion	10		\$0	\$55,703,300	\$52,259,320
L2J	Conversion	1		\$0	\$8,940	\$8,940
L2P	Conversion	2		\$0	\$181,620	\$181,620
L2Q	Conversion	2		\$0	\$575,000	\$575,000
M1	MOBILE HOME WITH NO LAND	1		\$0	\$11,590	\$11,289
X		64	126.1169	\$1,536,050	\$37,763,097	\$0
Totals			4,168.9830	\$4,710,140	\$1,248,097,182	\$900,605,586

2025 CERTIFIED TOTALS

Property Count: 260

CGR - CITY OF GARDEN RIDGE
Under ARB Review Totals

7/25/2025 8:24:02AM

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	SINGLE FAMILY RESIDENCE	230	239.7281	\$1,219,610	\$170,631,256	\$166,679,212
A2	MH & LAND-SAME OWNER	1	3.0460	\$0	\$310,620	\$310,620
A3	AUXILIARY IMPROVEMENT	3	5.5000	\$0	\$504,570	\$504,570
A6	VACANT LAND IN HOMESTEAD GRO	2	2.3324	\$0	\$378,590	\$376,385
C1	VACANT LOTS & TRACTS	2	5.4300	\$0	\$827,250	\$827,250
D1	QUALIFIED AGRICULTURAL LAND	7	86.2365	\$0	\$4,738,791	\$9,296
D2	AG IMPTS ON QUALIFIED AG LAND	2		\$0	\$27,770	\$27,746
E1	RESIDENTIAL IMPTS ON LARGE NON	4	4.4508	\$0	\$3,578,670	\$2,879,662
E3	AUXILIARY IMPTS ON LARGE NON Q	1	3.1700	\$0	\$445,190	\$445,190
F1	COMMERCIAL IMPROVED	5	15.2140	\$138,530	\$8,166,360	\$8,166,360
L1	PERSONAL PROPERTY: COMMERCIA	8		\$0	\$108,360	\$108,360
O1	RESIDENTIAL INVENTORY	2	1.7200	\$0	\$216,650	\$216,650
X		1		\$0	\$2,370	\$0
Totals			366.8278	\$1,358,140	\$189,936,447	\$180,551,301

2025 CERTIFIED TOTALS

Property Count: 2,080

CGR - CITY OF GARDEN RIDGE

Grand Totals

7/25/2025

8:24:02AM

CAD State Category Breakdown

State Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A1	SINGLE FAMILY RESIDENCE	1,600	1,602.6634	\$4,326,190	\$1,166,601,934	\$894,092,505
A2	MH & LAND-SAME OWNER	2	3.7626	\$0	\$471,940	\$384,270
A3	AUXILIARY IMPROVEMENT	15	24.5152	\$67,510	\$2,044,689	\$1,941,789
A6	VACANT LAND IN HOMESTEAD GRO	8	9.4885	\$0	\$1,769,260	\$835,065
B2	MULTIFAMILY-DUPLEX	1	1.1080	\$0	\$286,208	\$286,208
C1	VACANT LOTS & TRACTS	117	488.8328	\$0	\$17,143,764	\$17,013,623
D1	QUALIFIED AGRICULTURAL LAND	38	1,021.1775	\$0	\$37,372,917	\$91,260
D2	AG IMPTS ON QUALIFIED AG LAND	7		\$0	\$125,756	\$125,737
E1	RESIDENTIAL IMPTS ON LARGE NON	13	17.3975	\$0	\$7,315,003	\$6,616,639
E2	MANUFACTURED HOUSING ON LAR	1	0.2500	\$0	\$38,810	\$38,810
E3	AUXILIARY IMPTS ON LARGE NON Q	4	3.4200	\$0	\$778,652	\$778,652
E4	LARGE VACANT NON QUALIFYING L	5	310.3030	\$0	\$3,182,037	\$2,927,247
F1	COMMERCIAL IMPROVED	31	146.9804	\$138,530	\$42,882,526	\$41,997,838
F2	INDUSTRIAL IMPROVED	22	746.9880	\$0	\$16,190,159	\$13,611,208
F4	AUXILIARY IMPRV COMM HBU LAND	2	31.0870	\$0	\$3,727,497	\$3,727,497
J2	GAS DISTRIBUTION SYSTEMS	1		\$0	\$1,187,890	\$1,187,890
J4	TELEPHONE COMPANIES AND TEL C	5		\$0	\$523,180	\$523,180
J5	RAILROAD	1		\$0	\$2,447,690	\$2,447,690
J7	CABLE COMPANIES	2		\$0	\$330,550	\$330,550
L1	PERSONAL PROPERTY: COMMERCIA	155		\$0	\$13,419,410	\$13,419,410
L2C	Conversion	6		\$0	\$25,527,000	\$25,527,000
L2D	Conversion	1		\$0	\$204,190	\$0
L2G	Conversion	10		\$0	\$55,703,300	\$52,259,320
L2J	Conversion	1		\$0	\$8,940	\$8,940
L2P	Conversion	2		\$0	\$181,620	\$181,620
L2Q	Conversion	2		\$0	\$575,000	\$575,000
M1	MOBILE HOME WITH NO LAND	1		\$0	\$11,590	\$11,289
O1	RESIDENTIAL INVENTORY	2	1.7200	\$0	\$216,650	\$216,650
X		65	126.1169	\$1,536,050	\$37,765,467	\$0
Totals			4,535.8108	\$6,068,280	\$1,438,033,629	\$1,081,156,887

2025 CERTIFIED TOTALS

Property Count: 2,080

CGR - CITY OF GARDEN RIDGE
Effective Rate Assumption

7/25/2025

8:24:02AM

New Value

TOTAL NEW VALUE MARKET:	\$6,068,280
TOTAL NEW VALUE TAXABLE:	\$4,217,210

New Exemptions

Exemption	Description	Count		
EX366	HOUSE BILL 366	8	2024 Market Value	\$11,650
ABSOLUTE EXEMPTIONS VALUE LOSS				\$11,650
Exemption	Description	Count		Exemption Amount
DV3	Disabled Veterans 50% - 69%	5		\$52,000
DV4	Disabled Veterans 70% - 100%	6		\$48,000
DV4S	Disabled Veterans Surviving Spouse 70% - 100	1		\$0
DVHS	Disabled Veteran Homestead	1		\$794,158
PARTIAL EXEMPTIONS VALUE LOSS				\$894,158
NEW EXEMPTIONS VALUE LOSS				\$905,808

Increased Exemptions

Exemption	Description	Count	Increased Exemption Amount
INCREASED EXEMPTIONS VALUE LOSS			
TOTAL EXEMPTIONS VALUE LOSS			\$905,808

New Ag / Timber Exemptions**New Annexations****New Deannexations****Average Homestead Value**

Category A and E

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
1,483	\$727,923	\$6,352	\$721,571
Category A Only			

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
1,476	\$726,976	\$5,910	\$721,066

2025 CERTIFIED TOTALSCGR - CITY OF GARDEN RIDGE
Lower Value Used

Count of Protested Properties	Total Market Value	Total Value Used
260	\$189,936,447.00	\$171,500,866

2025 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

CITY OF GARDEN RIDGE

Taxing Unit Name

210-651-6632

Phone (area code and number)

9400 MUNICIPAL PARKWAY, GARDEN RIDGE, TX, 78266

Taxing Unit's Address, City, State, ZIP Code

WWW.CI.GARDEN-RIDGE.TX.US

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 1,050,941,489
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 0
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 1,050,941,489
4.	Prior year total adopted tax rate.	\$ 0.255156 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.	
	A. Original prior year ARB values:.....	\$ 14,147,598
	B. Prior year values resulting from final court decisions:.....	- \$ 13,029,771
	C. Prior year value loss. Subtract B from A. ³	\$ 1,117,827
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25.	
	A. Prior year ARB certified value:.....	\$ 0
	B. Prior year disputed value:.....	- \$ 0
	C. Prior year undisputed value. Subtract B from A. ⁴	\$ 0
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 1,117,827

¹ Tex. Tax Code §26.012(14)

² Tex. Tax Code §26.012(14)

³ Tex. Tax Code §26.012(13)

⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 1,052,059,316
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ 0
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.	
	A. Absolute exemptions. Use prior year market value: \$ 11,650	
	B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 894,158	
	C. Value loss. Add A and B. ⁶	\$ 905,808
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.	
	A. Prior year market value: \$ 0	
	B. Current year productivity or special appraised value: - \$ 0	
	C. Value loss. Subtract B from A. ⁷	\$ 0
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 905,808
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 1,051,153,508
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 2,682,081
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 25,385
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 2,707,466
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹	
	A. Certified values: \$ 900,605,586	
	B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ 0	
	C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0	
	D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. ¹² - \$ 0	
	E. Total current year value. Add A and B, then subtract C and D.	\$ 900,605,586

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³	
A.	Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴	\$ 171,500,866
B.	Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵	+ \$ 0
C.	Total value under protest or not certified. Add A and B.	\$ 171,500,866
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ 0
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ 1,072,106,452
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ 0
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ 4,217,210
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ 4,217,210
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ 1,067,889,242
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ 0.253534 /\$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ 0.000000 /\$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.193423 /\$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,052,059,316

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §26.012(6)

¹⁸ Tex. Tax Code §26.012(17)

¹⁹ Tex. Tax Code §26.012(17)

²⁰ Tex. Tax Code §26.04(c)

²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ 2,034,924
31.	Adjusted prior year levy for calculating NNR M&O rate.	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year.....	+ \$ 18,910
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0.....	0 - \$
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.....	0 +/- \$
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function.....	18,910 \$
	E. Add Line 30 to 31D.	\$ 2,053,834
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,067,889,242
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.192326 /\$100
34.	Rate adjustment for state criminal justice mandate. ²³	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	\$ 0
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.....	- \$ 0
	C. Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
35.	Rate adjustment for indigent health care expenditures. ²⁴	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose.	\$ 0
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose.....	- \$ 0
	C. Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100

²³ [Reserved for expansion]²³ Tex. Tax Code §26.044²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	Rate adjustment for county indigent defense compensation. ²⁵	
A.	Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose.....	\$ 0
B.	Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose.....	\$ 0
C.	Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
D.	Multiply B by 0.05 and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
E.	Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
37.	Rate adjustment for county hospital expenditures. ²⁶	
A.	Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year.....	\$ 0
B.	Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023.	\$ 0
C.	Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
D.	Multiply B by 0.08 and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
E.	Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
A.	Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year.....	\$ 0
B.	Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year.....	\$ 0
C.	Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
D.	Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ 0.192326 /\$100
40.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	
A.	Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.....	\$ 0
B.	Divide Line 40A by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
C.	Add Line 40B to Line 39.	\$ 0.192326 /\$100
41.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.199057 /\$100

²⁵ Tex. Tax Code §26.0442²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	\$ _____ /\$100
42.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ²⁸ Enter debt amount \$ 507,891 B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0 C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0 D. Subtract amount paid from other resources - \$ 0 E. Adjusted debt. Subtract B, C and D from A. \$ 507,891	
43.	Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹	\$ 0
44.	Adjusted current year debt. Subtract Line 43 from Line 42E.	\$ 507,891
45.	Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector. ³⁰ 100.00 % B. Enter the prior year actual collection rate..... 98.71 % C. Enter the 2023 actual collection rate. 97.83 % D. Enter the 2022 actual collection rate. 97.82 % E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³¹ 100.00 %	
46.	Current year debt adjusted for collections. Divide Line 44 by Line 45E.	\$ 507,891
47.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,072,106,452
48.	Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.047373 /\$100
49.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 41 and 48.	\$ 0.246430 /\$100
D49.	Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	\$ _____ /\$100

²⁷ Tex. Tax Code §26.042(a)²⁸ Tex. Tax Code §26.012(7)²⁹ Tex. Tax Code §26.012(10) and 26.04(b)³⁰ Tex. Tax Code §26.04(b)³¹ Tex. Tax Code §526.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ _____
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ _____
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ _____ /\$100
55.	Current year NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ _____ /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ _____ /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ _____ /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ _____
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ _____ /\$100

³² Tex. Tax Code §26.041(d)

³³ Tex. Tax Code §26.041(i)

³⁴ Tex. Tax Code §26.041(d)

³⁵ Tex. Tax Code §26.04(c)

³⁶ Tex. Tax Code §26.04(c)

³⁷ Tex. Tax Code §26.045(d)

³⁸ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ _____ /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.³⁹ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value.⁴⁰

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴³

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.255156 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.255156 /\$100
	D. Adopted Tax Rate	\$ 0.255156 /\$100
	E. Subtract D from C	\$ 0.000000 /\$100
	F. 2024 Total Taxable Value (Line 60)	\$ 1,058,836,244
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ 0
64.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.257734 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.257734 /\$100
	D. Adopted Tax Rate	\$ 0.257734 /\$100
	E. Subtract D from C	\$ 0.000000 /\$100
	F. 2023 Total Taxable Value (Line 60)	\$ 1,012,293,714
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ 0
65.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value	
	A. Voter-approval tax rate (Line 67)	\$ 0.269563 /\$100
	B. Unused increment rate (Line 66)	\$ 0.000000 /\$100
	C. Subtract B from A	\$ 0.269563 /\$100
	D. Adopted Tax Rate	\$ 0.269563 /\$100
	E. Subtract D from C	\$ 0.000000 /\$100
	F. 2022 Total Taxable Value (Line 60)	\$ 1,125,893,270
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero	\$ 0
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ 0.000000
67.	2025 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i>. Multiply the result by 100	\$ 0.000000 /\$100
68.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.246430 /\$100

³⁹ Tex. Tax Code §26.013(b)

⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

⁴¹ Tex. Tax Code §26.04(c)(2)(A) and 26.042(a)

⁴² Tex. Tax Code §26.0501(a) and (c)

⁴³ Tex. Local Gov't Code §120.007(d)

⁴⁴ Tex. Local Gov't Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. ⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. ⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	0.192326
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,072,106,452
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.046637 /\$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.047373 /\$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ 0.286336 /\$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year. ⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. ⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2024 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____ /\$100
75.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ _____ /\$100
76.	Increase in 2024 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ _____ /\$100
77.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$ _____
79.	Adjusted 2024 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ _____ /\$100

⁴⁴ Tex. Tax Code §26.04(c)(2)(B)

⁴⁵ Tex. Tax Code §26.012(8-a)

⁴⁶ Tex. Tax Code §26.063(a)(1)

⁴⁷ Tex. Tax Code §26.042(b)

⁴⁸ Tex. Tax Code §26.042(f)

⁴⁹ Tex. Tax Code §26.42(c)

⁵¹ Tex. Tax Code §26.42(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ _____ /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.253534 /\$100
As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: 26

Voter-approval tax rate. \$ 0.246430 /\$100
As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax),
Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
Indicate the line number used: 68

De minimis rate. \$ 0.286336 /\$100
If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

**print
here** ➡

Printed Name of Taxing Unit Representative

**sign
here** ➡

Taxing Unit Representative

Date

⁵² Tex. Tax Code §§26.04(c-2) and (d-2)

2025 Tax Rate Proposal

Tax Year	Adjusted Taxable Value	M&O Rate	Debt Rate	Total Tax Rate	Tax Revenue	General Fund Revenue	Required Actions	Average Home Value (AHV)	Taxes Paid on Average Home Value
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2024	\$1,050,941,489	0.193423	0.061733	0.255156	\$2,681,540	\$2,032,763		\$704,322	\$1,797.12
2025				FY 2026	Budgeted Revenue	\$2,096,487			
No New Revenue Rate	\$1,072,106,452	0.192326	0.047373	0.253534	\$2,718,154	\$2,061,939	Public Hearing & Subject to Petition for Election	\$721,066	\$1,828.15
Voter Approval Rate (No New Revenue + 3.5%)	\$1,072,106,452	0.199057	0.047373	0.246430	\$2,641,994	\$2,134,103	No Public Hearing	\$721,066	\$1,776.92
De minimus Rate	\$1,072,106,452	0.238963	0.047373	0.286336	\$3,069,829	\$2,561,938	Public Hearing & Subject to Petition for Election	\$721,066	\$2,064.67

2025 Tax Rate Proposed

Voter Approval Rate (No New Revenue + 3.5%)	\$1,072,106,452	0.199057	0.0473732	0.246430	\$2,641,994	\$2,134,103	No Public Hearing	\$721,066	\$1,776.92
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Taxable Value remains under protest: \$ 171,500,866

\$4,217,210 New Value (not included in Adjusted Taxable Value) = \$8,395 additional General Fund Revenue at proposed M&O rate of 0.199057

If property remained at 2024 Average Home Value of: \$704,322 taxes paid at 2024 Proposed Tax Rate of 0.246430 would be: \$1,735.66

Proposed 2025 Tax Rate is a	0.008726 decrease from 2024 Tax Rate	M&O rate increases: 0.005634	Debt Rate decreases: 0.014360
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BUDGET CALENDAR FOR FY 2026 BUDGET & 2025 TAX RATE SCHEDULE

2025

July 2	Regular City Council Meeting 6 p.m. FY2026 Budget Workshop #1
July 23	Special City Council Meeting 6 p.m. FY2026 Budget Workshop #2
<i>July 28 – 31</i>	<i>Appraisal District submits 2025 Certified Values</i>
<i>July 30 – Aug 2</i>	<i>Comal County Tax Office calculates and submits 2025 tax rate calculations</i>
<i>August 1</i>	<i>City Manager submits the proposed FY 2026 Budget and files with City Secretary.</i>
August 5	Special City Council Meeting 6 p.m. FY 2026 Budget Workshop #3 Present No-New-Revenue and Voter-Approval Tax Rates
August 6	Regular City Council Meeting 6 p.m. Discuss tax rate; if proposed tax rate will exceed the No-New-Revenue Rate, take record vote and Schedule Public Hearing. (Rate will not be adopted at this meeting)
<i>August 13</i>	<i>Publish Notice of Budget Public Hearing for August 25</i>
August 25	Special City Council Meeting 6 p.m. FY 2026 Budget Public Hearing Action on the Proposed Budget - An adoption by record vote
<i>August 26</i>	<i>Publish Notice of Tax Rate Public Hearing for September 3</i>
September 3	Regular City Council Meeting at 6 p.m. 2025 Tax Rate Public Hearing Ratify the budget and take a record vote Adoption of 2025 Tax Rate by Ordinance and take record vote



AGENDA ITEM:	8.d) Partial Exemption Permit Request
SUBMITTED BY:	City Manager Ryan Rapelye
DATE SUBMITTED:	July 30, 2025
MEETING DATE:	August 6, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion and Action on Request from Buckley Powder Co., for a Partial Exemption Permit to conduct blasting activities at Heidelberg Materials Servtex Quarry for the period of October 1, 2025 – September 30, 2026, and set annual permit fee.

BACKGROUND

Over the past seven years, Buckley Powder Company has held a Partial Exemption Permit to conduct blasting operations at Heidelberg Materials South – Servtex Quarry, located at 21303 FM 2252, Garden Ridge, Texas. The current permit is set to expire on September 30, 2025.

This agenda item is to review Buckley Powder Company's request for a new Partial Exemption Permit covering the period from October 1, 2025, through September 30, 2026. The permit allows for blasting activities in accordance with City of Garden Ridge Ordinance No. 34, as well as all applicable local, state, and federal regulations.

In compliance with Ordinance 34, Buckley Powder Company has submitted all required documentation for the permit renewal. The City Council is also required to set an annual fee for the issuance of the permit. The current fee, established for fiscal year 2025, is \$33,026.22.

It is recommended that the permit fee for fiscal year 2026 remain unchanged at \$33,026.22. This fee offsets administrative costs incurred by the City related to the oversight and support of blasting operations scheduled to occur at the Quarry during FY 2026.

ATTACHMENTS: Request from Buckley Powder Company for a Partial Exemption Permit

REQUESTED ACTION

Motion	☒	Resolution	☐
Discussion	☒	Other	☐
Ordinance	☐		

FINANCIAL

Budgeted Item	☐	Original Estimate/Budget:
Non-budgeted Item	☐	Current Estimate:
Not Applicable	☐	Amount Under/Over Budget:

PROs / CONs

STAFF RECOMMENDATION

City staff has reviewed all submitted documentation and considers the request administratively complete. The current Partial Exemption Permit is held by Buckley Powder Company. Over the past year, there have been no blasting exceedances, and all blasting activities have been conducted in full compliance with Ordinance No. 34. Therefore, City staff recommends approval of the permit.



Buckley Powder Co.

A Dyno Nobel Distributor

P.O. Box 1358 Georgetown, TX 78628 USA Telephone 512-869-0287 Fax: 512-819-9906

DYNO
Dyno Nobel

July 25, 2025

City Administrator
City of Garden Ridge
9400 Municipal Parkway
Garden Ridge, TX 78266

To whom it may concern:

Buckley Powder Company would like to be considered for a Partial Exemption Permit with the City of Garden Ridge. We have four gentlemen that will be our representatives for the purpose of this application, Mr. Steve Ezell, Mr. Riley Pumphrey, Mr. Darryl Borg, and Mr. Dustin Althoff. The complete contact information for these gentlemen is as follows:

Steve Ezell, Health & Safety Manager (972) 832-3875
steve.ezell@buckleypowder.com

Riley Pumphrey, General Manager (512) 864-4185
riley.pumphrey@buckleypowder.com

Darryl Borg, Senior Technical Representative (830) 214-5635
darryl.borg@buckleypowder.com

Dustin Althoff, Technical Representative (512) 229-7894
dustin.althoff@buckleypowder.com

Buckley Powder Company
1227 Krueger Canyon Road
New Braunfels, TX 78132

Buckley Powder will be blasting for the crushed stone operation of Heidelberg Materials for the 2026 fiscal year. If you have any questions or concerns, please feel free to contact me or Mr. Borg.

Sincerely,

Dustin Althoff
Technical Representative



Buckley Powder Co.

A Dyno Nobel Distributor

P.O. Box 1358 Georgetown, TX 78628 USA Telephone 512-869-0287 Fax: 512-819-9906

DYNO
Dyno Nobel

Date: July 25, 2025

TO: City of Garden Ridge

CC: Steve Ezell, Riley Pumphrey, Darryl Borg

From: Dustin Althoff

Technical Representative

Buckley Powder Company

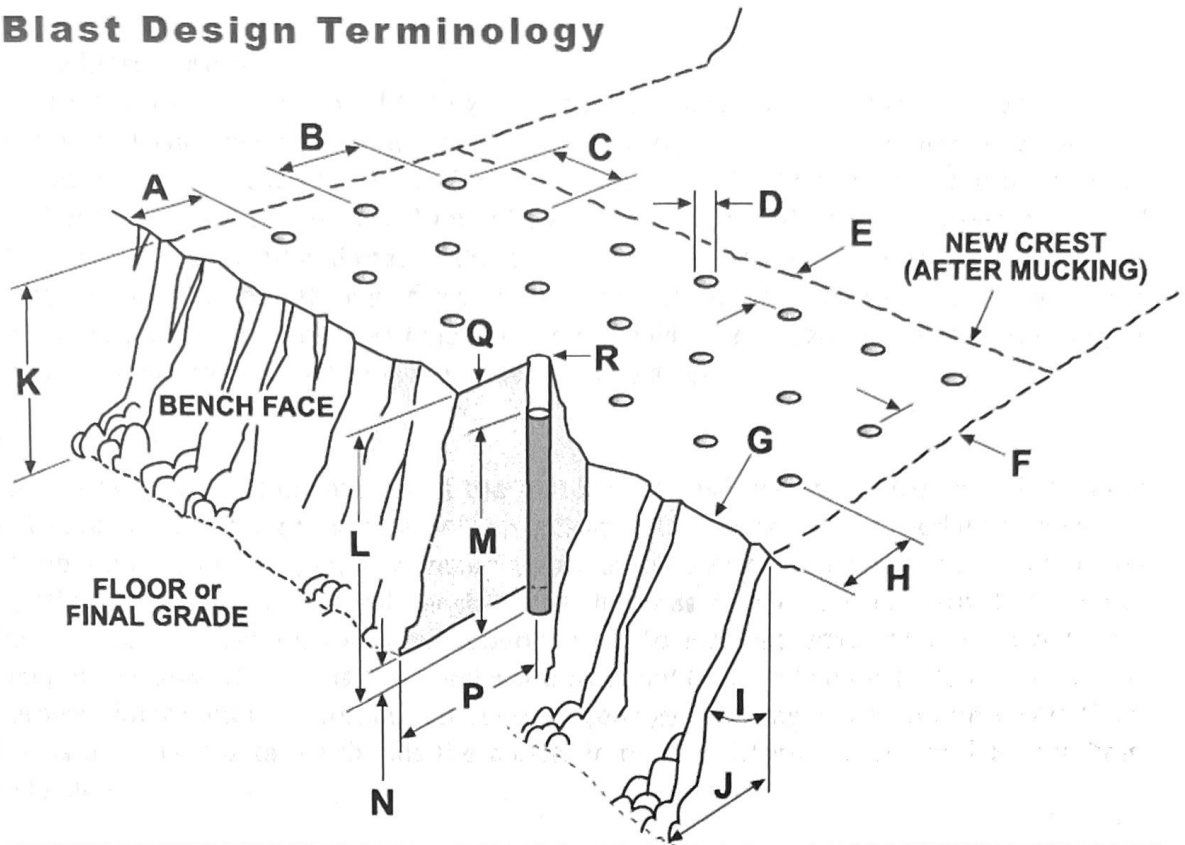
All Buckley Powder blasters are required to attend at least 40 hours of classroom training and testing to ensure they have a complete understanding of these procedures. Along with classroom training, they are provided extensive field training before ever actually being assigned duties as a lead blaster.

The City of Garden Ridge has been supplied a copy of the Open Pit Blaster Training. This course provides a thorough understanding of the fragmentation process and how to minimize vibration and air over pressure which may affect the surrounding community. Blasters are taught all calculations necessary to safely obtain the production goals of the customer while minimizing the environmental effects. Once again, they must pass written tests in the classroom and are audited in the field to ensure they are following these calculations and procedures. As new and improved techniques are introduced to the industry, blasters are brought in to be trained on the latest information as well as refreshed on previous topics.

Buckley Powder now blasts approximately 50,000,000 tons of rock per year in the San Antonio – New Braunfels area. Our blasters and technical staff are extremely familiar with the geological abnormalities which must be addressed to keep environmental effects to a minimum. The included documents are quite lengthy – so we will list below the typical process involved for blasting in the Edwards Aquifer area.

Included on the next page is an illustration of a typical bench to be blasted and the terminology for many of the parameters considered in the design of the blast.

Blast Design Terminology



A	Hole - to - Crest	G	Crest	M	Explosive Column Height
B	Apparent Burden*	H	Crest Burden	N	Subdrilling
C	Apparent Spacing*	I	Bank Angle	P	Toe Burden
D	Hole Diameter	J	Toe	Q	Stemming Height
E	Back Break	K	Bench Height	R	Collar
F	Side Break	L	Hole Depth		

* True Burden and True Spacing may be different than Apparent Burden and Apparent Spacing due to delay pattern.

We teach our blasters that there are four things which occur when rock is blasted:

- The rock is broken or fragmented.
- There is a heaving affect.
- Vibration is created.
- Air overpressure is created.

If a blast is properly designed, the energy of the explosives will be used to do the first two in the list and there will be less energy left to create vibration and air overpressure. Thus, the correct pattern to properly distribute the energy through the rock is the first important consideration. We know from experience how many pounds of explosives per cubic yard or ton of rock (powder factor) will give satisfactory fragmentation. If we under load a blast, it may create higher vibration. Extensive research calculations have been developed which aid in predicting vibration

at a given distance based on the pounds of explosives detonated at a specific interval. Based on the two above factors a blast pattern can be determined.

Laying out the blast pattern

As illustrated in the diagram, previous blasting will create a face which many times will be irregular, depending on the local geology. GPS accurate drone imagery with 3D photogrammetry software will be used to determine at what distance from the crest holes should be placed in order to have the proper burden (amount of rock in front of the hole). There will be times when geological abnormalities may be observed and require the holes to have additional burden placed on them to minimize any venting of energy through the various seams, which may increase air overpressure. If this is necessary, the spacing between holes in this row will be reduced to maintain the proper powder factor. The location of each hole is marked by the blaster.

Drilling

The driller will be given documentation of the pattern. This will include a diagram of the hole locations. The required depth of the holes will be indicated. Depths are determined from the initial data from the laser profiler. To properly break the rock at the bottom of the hole, the holes will be drilled slightly deeper than the actual bench height. In areas of vibration concern, this subdrill should be kept to a minimum. Excessive subdrill tends to increase vibration due to the over confinement in this area of the blast. The driller will be asked to provide a log of each hole. These logs will provide information concerning variations in geology; with the depths of these variations noted. This is important data which aids the blaster in making determinations on how the hole should be loaded.

Loading the blast pattern

Before the blast is loaded, drone imagery with 3D photogrammetry software will be used. This unit allows the exact location of each hole to be surveyed. The 3D photogrammetry creates a point cloud to determine exact 2D and 3D burdens of each hole. Various reports will be generated from the data, which will aid the blaster in determining what must be done to eliminate problems (examples included at the end). The most important of these reports are the actual profiles of each front row borehole. These profiles show the exact burden in front of the hole. The software can also be set to look at predetermined distance on either side of the hole for any lesser burdens which might be influenced by this hole. With these reports in hand, the blaster will visually examine the face one more time and make notes on the printouts of any variations in the loading which should take place.

All holes will be checked for proper depth. If any have excessive subdrill which may increase vibration, they will be backfilled to the proper depth. Detonators and cast boosters will be placed in the holes as needed and the hole will be loaded with bulk explosives. The blaster will monitor the rise of the product in the hole. If there are any abnormalities such as cracks and voids the powder will stop rising and the blaster will immediately stop to address the issue. In most cases an inert material such as crushed stone will be placed in this area of the borehole to avoid the accumulation of excess explosives. Trucks are equipped with meters as an added check to ensure the proper amount of explosives is being placed in each hole. In the cases where a full column may be too large to maintain the desired vibration level; the load in the hole may be divided into smaller charges separated by inert material. These smaller charges will be timed to detonate separately to reduce vibration. If seams of softer material or clay are noted on drill logs or observed by the blaster as he inspects the face; inert material will be placed in that area of

the column to prevent venting which may increase air overpressure and noise issues. The powder column will be stopped at a predetermined distance from the top of the hole. This is called the stemming area and will be filled with crushed stone to create confinement at the surface.

Electronic Detonators

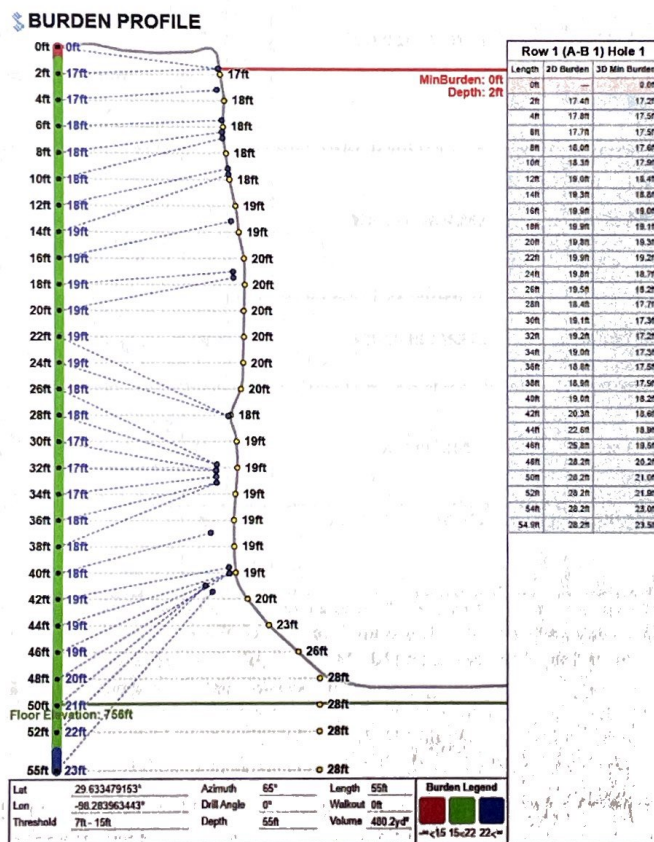
The development of electronic detonators has improved the ability of our industry to reduce vibration from blasting. The accuracy of these detonators has allowed us to be very predictive as to our end results. Software has been developed which allows us to blast one hole, collect the vibration data; apply that data to a multiple hole scenario; and with a fair amount of accuracy predict what the results will be from that blast. The software we have allows us to enter the exact parameters of a particular blast pattern and see what the vibration should be based on various timing sequences. Though our vibration levels are never close to a level which will do damage to a structure, we can many times find a sequence which is less perceivable and acceptable to the community.

Conclusion

There are few places left where our customers have not had developments build around them. Buckley Powder has been successful helping those customers deal with community concerns. We take great pride in our education program for our personnel concerning safety and technology. If you have further questions concerning our procedures, please contact us.



Aerial view of blast pattern created from 3D profile software



Typical Profile of a Blast Hole showing 2D and 3D burden



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
04/01/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Insurance Services West, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 37205191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com														
INSURED Buckley Powder Company, Inc. 42 Inverness Drive E Englewood, CO 80112	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Starr Indemnity & Liability Company</td><td>38318</td></tr><tr><td>INSURER B: Trisura Specialty Insurance Company</td><td>16188</td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Starr Indemnity & Liability Company	38318	INSURER B: Trisura Specialty Insurance Company	16188	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER E:															
INSURER F:															

COVERAGES**CERTIFICATE NUMBER:** W38546395**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y		1000090348251	04/01/2025	04/01/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	Y		1000198724251	04/01/2025	04/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	Y		1000095505251	04/01/2025	04/01/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	1000002255	04/01/2025	04/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Excess Liability (2M xs \$3m)	Y		AEFF-DYNO-02-2025	04/01/2025	04/01/2026	Each Occurrence: \$2,000,000 Aggregate: \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Subject always to policy terms, conditions and exclusions, Certificate Holder is named as Additional Insured (excluding Workers' Compensation and Employers' Liability) but only to the extent of risks and liabilities assumed by the Named Insured in a signed written contract.

CERTIFICATE HOLDER**CANCELLATION**

City of Garden Ridge 9400 Municipal Parkway Garden Ridge, TX 78266	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)

04/01/2025

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PRODUCER Willis Towers Watson Insurance Services West, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com																					
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INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** W38546467**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	Y	1000090348251	04/01/2025	04/01/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	\$ 2,000,000 \$ 100,000 \$ 10,000 \$ 2,000,000 \$ 2,000,000 \$ 2,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	Y		1000198724251	04/01/2025	04/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$ 2,000,000 \$ \$ \$
A	☐ UMBRELLA LIAB ☒ EXCESS LIAB DED RETENTION \$		Y	1000095505251	04/01/2025	04/01/2026	EACH OCCURRENCE AGGREGATE	\$ 3,000,000 \$ 3,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	1000002255	04/01/2025	04/01/2026	☒ PER STATUTE E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 \$ 1,000,000 \$ 1,000,000 \$ 1,000,000
B	Excess Liability (5M xs \$3m)	Y		AEFF-DYNO-02-2025	04/01/2025	04/01/2026	Each Occurrence: Aggregate:	\$5,000,000 \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Subject always to policy terms, conditions and exclusions, Certificate Holder is named as Additional Insured (excluding Workers' Compensation and Employers' Liability) but only to the extent of risks and liabilities assumed by the Named Insured in a signed written contract. Subject always to policy terms, conditions and exclusions, Waiver of Subrogation is granted in favor of Certificate Holder but only to the extent of risks and liabilities assumed by the Named Insured in a signed written contract. General Liability is primary & Non-Contributory as per Heidelberg insurance requirements. Umbrella/Excess is follow form of primary general liability and auto liability subject to

CERTIFICATE HOLDER**CANCELLATION**

Hanson Aggregates LLC c/o Avetta LLC PO Box 51387 Irvine, CA 92619	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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AGENCY CUSTOMER ID: _____
LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Insurance Services West, Inc.		NAMED INSURED Buckley Powder Company, Inc. 42 Inverness Drive E Englewood, CO 80112	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance
policy terms, conditions and exclusions.

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FELC
Correspondence To 244 Needy Road
 Martinsburg, WV 25405-9431

License/Permit
Number

5-TX-091-20-5J-01236

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date

September 1, 2025

Mama Howard

Name

BUCKLEY POWDER CO

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

1227 KRUEGER CANYON ROAD
NEW BRAUNFELS, TX 78131-

Type of License or Permit

20-MANUFACTURER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

BUCKLEY POWDER CO
42 INVERNESS DRIVE EAST
ENGLEWOOD, CO 80112-

Joan Morris
Licensee/Permittee Responsible Person Signature

HSE Manager
Position/Title

Jill Morris
Printed Name

2-14-22
Date

Previous Edition is Obsolete

BUCKLEY POWDER CO-1227 KRUEGER CANYON ROAD-78131-5 TX-091-20-5J-01236-September 1, 2025-20-MANUFACTURER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised September 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

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Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: BUCKLEY POWDER CO

Business Name:

License/Permit Number: 5-TX-091-20-5J-01236

License/Permit Type: 20-MANUFACTURER OF EXPLOSIVES

Expiration: September 1, 2025

Please Note: Not Valid for the Sale or Other Disposition of Explosives.



NOTICE OF CLEARANCE

for individuals transporting, shipping, receiving, or possessing explosive materials.

ISSUED TO: BUCKLEY POWDER CO

Federal Explosives license/permit no.: 5-TX-091-20-51-01236

NOTICE DATE: 07/10/2025

Expiration Date: September 1, 2025

Explosives License/Permit Type: 20-MANUFACTURER OF EXPLOSIVES

EXPIRATION DATE: This Notice expires when superseded by a newer Notice which will list all current responsible persons and employee possessors, or when the license or permit expires - whichever comes first.

- 1 **WARNING.** Only those individuals listed below as **RESPONSIBLE PERSONS** and **EMPLOYEE POSSESSORS** with a background clearance status of "CLEARED" or "PENDING" are authorized to transport, ship, receive, or possess explosive materials in the course of employment with you.
- 2 **"DENIED" STATUS.** If an employee possessor has a background clearance status of "DENIED", you **MUST** take immediate steps to remove the employee from a position requiring the transporting, shipping, receiving, or possessing of explosive materials. Also, if the employee has been listed as a person authorized to accept delivery of explosive materials, you **MUST** remove the employee from such list and immediately, and in no event later than the second business day after such change, notify distributors of such change, as stated in 27 CFR 555.33(a).
- 3 **CHANGE IN RESPONSIBLE PERSONS.** You **MUST** report any change in responsible persons to the Chief, Federal Explosives Licensing Center, within 30 days of the change and new responsible persons **MUST** include "appropriate identifying information" as defined in 27 CFR 555.11. Fingerprints and photos are **NOT** required, however they will be required upon renewal of the license or permit.
- 4 **CHANGE OF EMPLOYEES.** You **MUST** report any change of employee/possessors to the Chief, FELC, within 30 days. Reports relating to newly hired employees must be submitted on ATF Form 5400.28 for EACH employee.

Premises Address: 1227 KRUEGER CANYON ROAD
NEW BRAUNFELS, TX 78131

Mailing Address:

BUCKLEY POWDER CO
42 INVERNESS DRIVE EAST
ENGLEWOOD, CO 80112

This 'Notice of Clearance' is provided to you as required by 18 U.S.C. 843(h) and **MUST** be retained as part of your permanent records and be made available for examination or inspection by ATF officers as required by 27 CFR 555.121. If you receive a Notice subsequent to this Notice, this Notice will no longer be valid.

In accordance with 27 CFR 555.33, Background Checks and Clearances, and 27 CFR 555.57, Change of Control, Change in Responsible Persons, and Change of Employees, ATF's Federal Explosives Licensing Center (FELC) has conducted background checks on the individual(s) you identified as a responsible person(s) and an employee/possessor(s) on your application, or reported after the issuance of your license/permit.

The following is a SUMMARY of the results of the background checks conducted on the individuals you reported as responsible persons and employee/possessors. ATF will be notifying ALL individuals listed on this document of their respective status by separate letter mailed to their residence address.

PLEASE BE ADVISED THAT IT IS UNLAWFUL FOR ANY PERSON REFLECTING A STATUS OF "DENIED" TO TRANSPORT, SHIP, RECEIVE, OR POSSESS EXPLOSIVE MATERIALS.

Please carefully review this Notice to ensure that all the information is accurate. If this Notice is incorrect, please return the Notice to the Chief, FELC, with a statement showing the nature of the error(s). The Chief, FELC, shall correct the error, and return a corrected Notice.

Number of RESPONSIBLE PERSON(S) : 11
Number of EMPLOYEE POSSESSOR(S): 30

LAST NAME, First Name, Middle Name	Clearance Status
RESPONSIBLE PERSONS: 11	
0001 ADAMS, LANCE HENRY	Cleared
0002 BRETZING, STEPHEN KARL	Cleared
0003 BUCKLEY, JOSEPH STEVEN	Cleared
0004 BUCKLEY, RAYMOND LEE JR	Cleared
0005 BUCKLEY, STEVE LEE	Cleared
0006 FANNING, KEVIN J	Cleared
0007 KOSTANTEWICZ, JEROME	Cleared
0008 MARRS, JILL BUCKLEY	Cleared

continued

LAST NAME, First Name, Middle Name	Clearance Status
0009 MEDLIN, JASON SCOTT	Cleared
0010 PUMPHREY, ADRIAN	Cleared
0011 PUMPHREY, JAY ROY	Cleared
EMPLOYEE POSSESSORS: 30	
0001 ALTHOFF, DUSTIN JAMES	Cleared
0002 BICKHAM, JOSH LANE	Cleared
0003 BORG, DARRYL JOSEPH	Cleared
0004 BROWN, BRADLEY EUGENE	Cleared
0005 CATES, JOSHUA LEE	Cleared

NOTICE OF CLEARANCE

07/10/2025

for individuals transporting, shipping, receiving, or possessing explosive materials.

NOTICE DATE: 07/10/2025

EXPIRATION DATE: This Notice expires when superseded by a newer Notice which will list all current responsible persons and employee possessors, or when the license or permit expires - whichever comes first.

This 'Notice of Clearance' is issued to: BUCKLEY POWDER CO
Federal Explosives license/permit no.: 5-TX-091-20-5J-01236
Explosives License/Permit Type : 20-MANUFACTURER OF EXPLOSIVES
Expiration Date : September 1, 2025

1227 KRUEGER CANYON ROAD
NEW BRAUNFELS, TX 78131

continued from previous page

LAST NAME, First Name, Middle Name Clearance Status

LAST NAME, First Name, Middle Name Clearance Status

0006 CEPICAN, BENJAMIN XAVIER	Cleared
0007 DELLA RAGIONE, ANTONIO	Cleared
0008 DESBAZIELLES, JOSHUA JAMES	Cleared
0009 DIRST, SETH RUSTIN	Cleared
0010 EMBRY, TRENT OLIN	Cleared
0011 ESPINOZA, RANDALL EDWARD	Cleared
0012 GREEN, DARIEN TYRECK	Cleared
0013 HILLER, JOSHUA MARK	Cleared
0014 HOPE, JASON LANCE	Cleared
0015 JEFFERSON, THOMAS RAY	Cleared
0016 KELLEY, DAVID KYLE	Cleared
0017 LEVESQUE, JEAN PIERRE	Cleared
0018 MARTINEZ, JUAN JOSE III	Cleared
0019 MIMS, JOHN JASON	Cleared
0020 MIRABELLI, LAWRENCE JOHN	Cleared
0021 MIRANDA, ZINNIA ADELLE	Cleared
0022 PECK, JARRET ALLEN	Cleared
0023 SALAZAR, CHRISTOPHER ALEXANDER	Cleared
0024 SMITH, GARRETT MICHAEL	Cleared
0025 SUSTAITA, JOHNATHAN RYAN	Cleared
0026 VALDEZ, JACOB BENNETT	Cleared
0027 VASQUEZ, MARCO LORENZO	Cleared
0028 WATTERS, PRESTON PERRY	Cleared
0029 WEIR, CHRISTOPHER FRANKLIN	Cleared
0030 WILSON, BANNON RAY	Cleared



AGENDA ITEM:	8.e) Possible Amendments to Ord. 168 - Golf Carts
SUBMITTED BY:	City Manager Ryan Rapelye
DATE SUBMITTED:	July 30, 2025
MEETING DATE:	August 6, 2025

AGENDA FORM

ITEM DESCRIPTION/SUMMARY

Discussion on amendments to Ordinance No. 168 related to the use of golf carts.

BACKGROUND

Ordinance No. 168 currently permits City of Garden Ridge employees to operate golf carts and utility vehicles on public streets within the city. However, the ordinance does not extend this allowance to the general public, except during participation in the city-sponsored annual Fourth of July parade.

At present, members of the public may operate golf carts only on private streets and within gated subdivisions where traffic is regulated by the Garden Ridge Police Department and where the posted speed limit does not exceed 35 mph.

The purpose of this item is to review and potentially expand Ordinance No. 168 to allow for broader public use of golf carts in certain areas of Garden Ridge outside of gated communities. The Garden Ridge Police Department has prepared recommendations and considerations should the City Council wish to pursue amendments to the ordinance permitting expanded golf cart use.

ATTACHMENTS: Ordinance No. 168-102013

REQUESTED ACTION

Motion	☐	Resolution	☐
Discussion	☒	Other	☐
Ordinance	☐		

FINANCIAL

Budgeted Item	☐	Original Estimate/Budget:
Non-budgeted Item	☐	Current Estimate:
Not Applicable	☐	Amount Under/Over Budget:

PROs / CONS

STAFF RECOMMENDATION

ORDINANCE NO. 168-102013

AN ORDINANCE OF THE CITY OF GARDEN RIDGE, TEXAS AUTHORIZING CITY EMPLOYEES TO USE GOLF CARTS OR UTILITY VEHICLES ON CERTAIN PUBLIC STREETS; AUTHORIZING MEMBERS OF THE PUBLIC TO USE GOLF CARTS ON CERTAIN PUBLIC STREETS ONLY WHEN SUCH USE IS IN PARTICIPATION OF THE CITY SPONSORED ANNUAL 4TH OF JULY PARADE; AUTHORIZING MEMBERS OF THE PUBLIC TO USE GOLF CARTS OR RECREATIONAL OFF-HIGHWAY VEHICLES ON CERTAIN PRIVATE STEETS IN GATED SUBDIVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE; REPEALER CLAUSE; PREEMPTION CLAUSE; SEVERABILITY; AND PROPER NOTICE AND MEETING

WHEREAS, Texas Transportation Code Section 551.404 authorized the governing body of a municipality to allow an operator to operate a golf cart on all or part of a public highway that is in the corporate boundaries of the municipality and has a posted speed limit of not more than 35 miles per hour; and

WHEREAS, for the purposes of Texas Transportation Code Section 551.404 the terms "Golf Cart", "Utility Vehicle" and "public highway" have the meanings assigned by Texas Transportation Code Section 551.401; and

WHEREAS, the term "Recreational off-highway vehicle" has the meaning assigned by Texas Transportation Code Section 502.001; and

WHEREAS, Council finds that it is beneficial to the environment, cost effective for the City and safe to allow City employees, under the supervision of the city administrator, to use golf carts or utility vehicles on those public streets within the City that have a posted speed limit of not more than 35 miles per hour where such use is pursuant to official city business; and

WHEREAS, Council finds it to be a risk to the health, safety and general welfare of the public at large to authorize members of the general public to use golf carts on

public streets within the City except to participate in the City sponsored annual July 4th parade; and

WHEREAS, Council finds that sufficient safety precautions shall be taken to allow members of the public to operate golf carts in the City sponsored annual July 4th parade; and

WHEREAS, Council finds that it is beneficial to the environment, cost effective and convenient for the residents and safe to allow the general public to use golf carts or recreational off-highway vehicles on private streets in gated subdivisions within the city limits where traffic is controlled by the Garden Ridge Police Department and that have a posted speed limit of not more than 35 miles per hour; and

WHEREAS, Council finds that Golf Carts should not be operated on any public highway within the corporate boundaries of the municipality in a manner contrary to the provisions of this Ordinance:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS:

I. SECTION ONE.

Pursuant to Texas Transportation Code Sections 551.404 and 542.008, the City of Garden Ridge, Texas, authorizes:

- a) City Employees to use Golf Carts or Utility Vehicle on all or part of a public highway that is in the corporate boundaries of the municipality and that has a posted speed limit of not more than 35 miles per hour when such use is in furtherance of the employees' official duties and is authorized by the City Administrator or the City Administrator's designee; and

- b) members of the public to use Golf Carts on all or part of a public highway only when such use is in participation of the City sponsored annual 4th of July Parade; and
- c) members of the public to use Golf Carts or recreational off-highway vehicles on private roads in gated subdivisions where traffic control is enforced by the Garden Ridge Police Department and which have a posted speed limit of not more than 35 miles per hour.

II. SECTION TWO.

Pursuant to Texas Transportation Code Section 551.404 (b), any Golf Cart or Utility Vehicle operated pursuant to the authority of this Ordinance on all or part of a public highway section must have the following equipment:

- a) headlamps;
- b) tail-lamps;
- c) reflectors;
- d) parking brake; and
- e) mirrors.

VIII. REPEALER

All ordinances or parts of ordinances in force when the provisions of this Ordinance becomes effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of such conflict.

IX. SEVERABILITY

Should any part, sentence or phrase of this Ordinance be determined to be unlawful, void or unenforceable, the validity of the remaining portions of this Ordinance shall not be adversely affected. No portion of this Ordinance shall fail or become inoperative by reason of the invalidity of any other part. All provisions of this Ordinance are declared to be severable.

X. PREEMPTION

Should any State or Federal law be enacted which prohibits the enforcement of this ordinance in its entirety than this ordinance shall automatically be repealed.

XI. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

V. EFFECTIVE DATE

This ordinance shall become effective immediately upon its passage, approval and publication as provided by law.

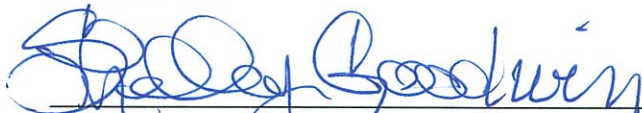
PASSED AND APPROVED this the 2nd day of October, 2013.

CITY OF GARDEN RIDGE, TEXAS



ANDREW DALTON, MAYOR

ATTEST:



SHELLY GOODWIN, CITY SECRETARY

Approved as to form:

GEORGE E. HYDE, CITY ATTORNEY

PUBLISHED IN THE NEW BRAUNFELS HERALD ON WEDNESDAY, OCTOBER 9, 2013.