
The Water Commission will meet in a regular session on Tuesday, November 18, 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 Commission welcomes citizen participation and comments at all Commission Meetings. If you speak, you must follow these guidelines:

a) Respect and courtesy:

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

b) Speaking:

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

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

4. Business Items

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

a) Approvals

1. Approval of Minutes for September 16, 2025, Water Commission Regular Meeting.

b) Discussions/Reports/Updates

1. Utility Department Monthly Activity Report.
 - Water Pumping/usage from City wells, Water system infrastructure maintenance, repairs and/or projects, and Water and/or Drought Management (current Watering Stage).
2. Items applicable to the Water Commission discussed at City Council Meetings.
3. Water Master Plan.
4. Wastewater Ordinance
5. Ordinance No. 54-Water Company.

c) Future Agenda Items**5. Citizen Comment Period**

6. Adjournment

AGENDA NOTICES:

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

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

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

This is to certify that I, Michelle Hinojosa, posted this Agenda at 4:15 p.m. on November 12, 2025, on the bulletin board located at the entrance to Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Michelle Hinojosa
Administrative Coordinator

Commissioners Present:

Chair William Pohl
Vice-Chair Nathan Dorsey
Commissioner Don Stone
Commissioner Keven Harshbarger
Commissioner Steven Stedman
Commissioner Dr. Richard Carmichael
Councilmember James Mueller, Ex-Officio

Commissioners Absent:

Vacant Position

City Staff, City Councilmembers, and Other Commissioners Present:

Marisa Spencer, City Secretary
Michelle Hinojosa, Administrative Coordinator
Monica McCaslin, Utility Clerk
Steven Steinmetz, Public Works Director

1. Call to Order/Roll Call

With a quorum of the Water Commissioners present, Chair Pohl called the regular meeting of the Garden Ridge Water Commission to order at 6:00 p.m. on Tuesday, September 16, 2025, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Chair Pohl led the Pledge of Allegiance.

3. Citizen Comment Period

No one signed up to speak.

4. Business Items

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

a) Approvals**1. Approval of Minutes for August 19, 2025, Water Commission Regular Meeting.**

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Vice-Chair Dorsey, to approve the Minutes for the August 19, 2025, Water Commission Regular Meeting. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates**1. Utility Department Monthly Activity Report.**

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

Public Works Director Steven Steinmetz reviewed the monthly activity report and addressed questions from Commissioners.

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

Chair Pohl provided the Commission with an update on items applicable to the Water Commission discussed at City Council Meetings.

3. Wastewater Ordinance.

Chair Pohl provided the Commission with an update on the status of a Wastewater Ordinance.

c) Recommendations

- 1. Ordinance No. 61 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing the Drought Management Plan for the City of Garden Ridge; establishing trigger conditions and demand reduction measures; providing a variance procedure; providing a penalty for violations of this Ordinance; providing a cumulative and savings clause; providing for severability; and declaring an effective date.**

Chair Pohl reviewed the revisions to Ordinance No. 61-Drought Management Plan.

1.1. Hold a public hearing.

Chair Pohl opened the public hearing at 6:12 p.m.

No one wished to speak and City Secretary Marisa Spencer stated no written comments were submitted.

Chair Pohl closed the public hearing at 6:13 p.m.

1.2. Discuss and make a recommendation to City Council.

The Commission discussed Ordinance No. 61 amendments.

Motion: A motion was made by Commissioner Stone, seconded by Commissioner Harshbarger, to recommend to City Council approval of amendments to Ordinance No. 61 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing the Drought Management Plan for the City of Garden Ridge; establishing trigger conditions and demand reduction measures; providing a variance procedure; providing a penalty for violations of this Ordinance; providing a cumulative and savings clause; providing for severability; and declaring an effective date. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

- 2. Ordinance No. 159 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing landscape and irrigation system requirements for residential and commercial properties in the City of Garden Ridge for the purpose of water conservation; providing a variance procedure; providing a penalty for violations of this Ordinance; providing for severability; and declaring an effective date.**

2.1. Discuss and make a recommendation to City Council.

The Commission discussed Ordinance No. 159 amendments.

Motion: A motion was made by Commissioner Harshbarger, seconded by Commissioner Stedman, to recommend to City Council approval of amendments to Ordinance No. 159 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing landscape and irrigation system requirements for residential and commercial properties in the City of Garden Ridge for the purpose of water conservation; providing a variance procedure; providing a penalty for violations of this Ordinance; providing for severability; and declaring an effective date. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

- 3. Ordinance No. 210-102022 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting board and commission policies and procedures; providing a cumulative and savings clause; providing for severability; and declaring an effective date.**

3.1. Appointment of Water Commission Chair and Vice-Chair for one-year term effective October 2025.

Chair Pohl and Vice-Chair Dorsey expressed their desire to continue serving as Water Commission Chair and Vice-Chair.

Motion: A motion was made by Commissioner Stedman, seconded by Commissioner Harshbarger, to appoint Commissioner Pohl as Chair and Commissioner Dorsey as Vice-Chair for a one-year term effective October 2025. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

d) Future Agenda Items

Commissioner Harshbarger requested an update related to the Water Master Plan.
Vice-Chair Dorsey requested an update related to the Wastewater Ordinance.

5. Citizen Comment Period

No one wished to speak.

6. Adjournment

There being no further business, the Tuesday, September 16, 2025, Water Commission Regular Meeting was adjourned at 6:30 p.m. by Chair Pohl.

William Pohl
Chair

ATTEST

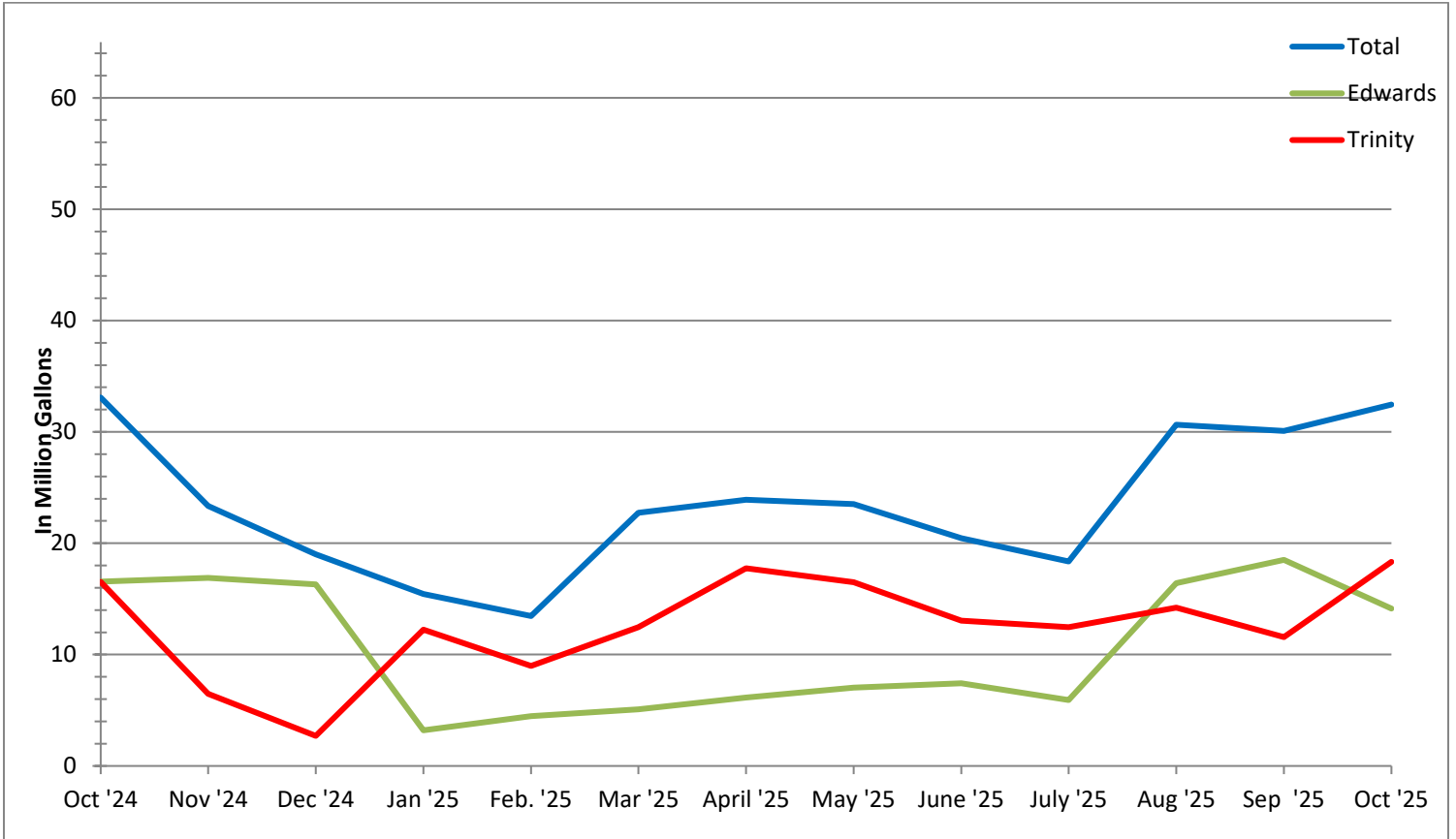
Michelle Hinojosa
Administrative Coordinator



Utilities Department Report

As of October 31, 2025

City of Garden Ridge Aquifer Usage

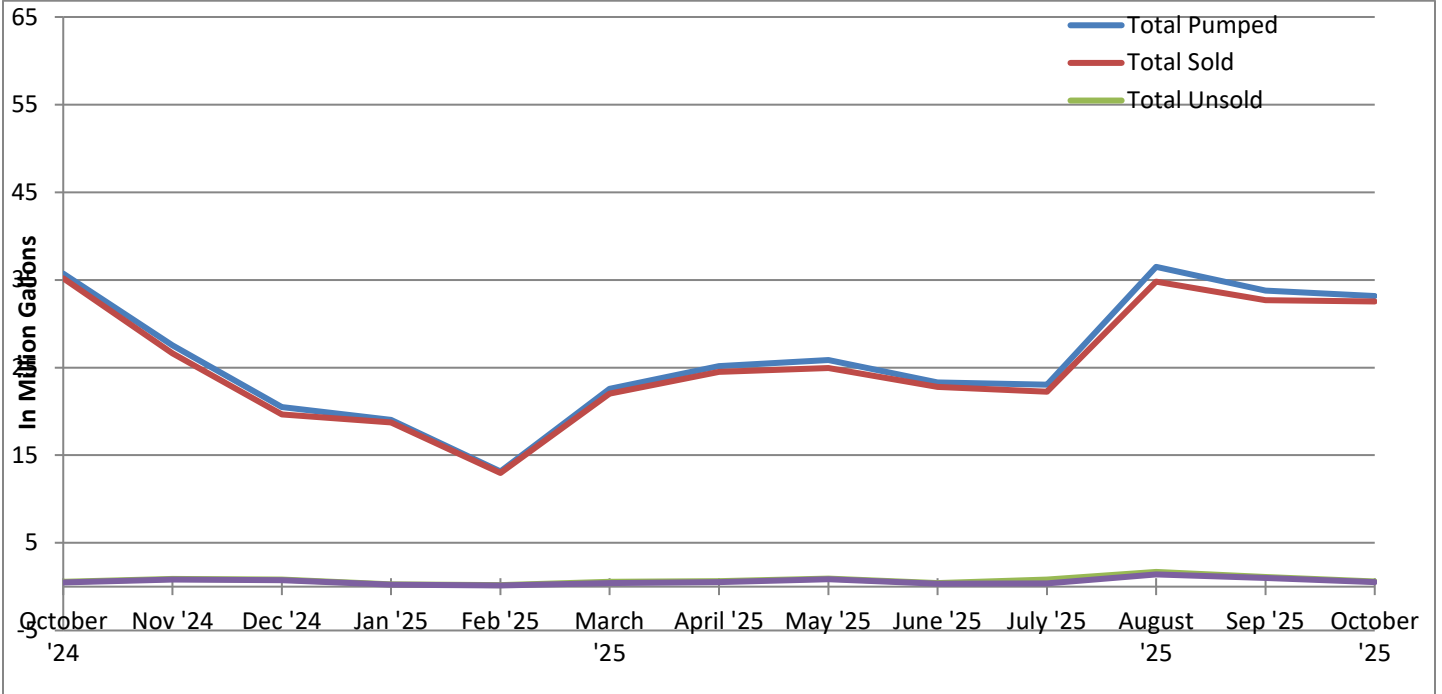


	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	43.36	271.0	170.10	4
Trinity Well Usage AC/FT:	56.25	438.0	N/A	0

Water Quality

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

2024 – 2025 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
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	420	333	1.8%
July '25	23,057	22,229	828	390	1.7%
August '25	36,490	34,809	1,681	1,395	3.8%
September '25	33,786	32,671	1,115	978	2.9%
Oct '25	33,144	32,549	595	507	1.5%
Yearly Average	26,097	25,318	729	595	2.2%
	Yearly national average				16%

Utilities Department Monthly Activities:

New Installed Meters	0	Work Orders	339
Meter Replacements	1	Locates	41
City Owned Leaks	0	Irrigations Permits Issued	1
Meters Read	1703	Total Rebates	1
Meter Tests	0		

AMI Information

Total Portal Customers: 934 up 1 from September

Meter Daily Readability Percentage: 98.47% for 1,689 assigned meters (current bill cycle)

Main Breaks/City Repairs: none found.

Estimated Water Loss:

Location:

Explanation:

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

Steven Steinmetz attended a Backflow Cross connection class.