



City of Garden Ridge

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

MINUTES OF CITY WATER COMMISSION
REGULAR MEETING
March 27, 2018

Members Present:

Chairman David Heier
Vice-Chairman Richard Holloway
Commissioner Andre Bullard
Commissioner Keven Harshbarger
Mayor Larry Thompson, ex-officio

Member Absent:

Commissioner Ray Pitzen
Commissioner vacant position

City Staff Present:

Nancy Cain, City Administrator
Royce Goddard, Water Department Manager
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the City Water Commission present, Chairman Heier called the regular meeting of the Garden Ridge City Water Commission to order at 6:00 p.m. on Tuesday, March 27, 2018 in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen's Participation –limited to 30 minutes

No one signed up to speak.

3. Business Items

The City Water Commission may discuss, consider and/or take possible action for recommendation to the City Council on the following:

a) Approvals

- i. **Approval of Minutes for October 27, 2017 Water Commission Regular Meeting.**

Motion: A motion was made by Vice Chair Holloway, seconded by Commissioner Bullard, to approve the minutes of ~~September 26, 2017~~ ^{November 21, 2017} Water Commission meeting. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

b) Recommendations

- i. **Request from Tony Overman for a reduction of water bill from February 2018 (bill totaling \$4,000).**
 - a. **Review and make a recommendation to City Council regarding the bill.**

Isaac Fuentes- 18965 FM 2252, stated he is representing the requestor Tony Overman who is currently out of the country. He stated Mr. Overman is asking for grace and a reduction of this high bill, which was out of his control. He stated they only started to look for a leak after they received the bill. He stated after searching for a leak, they discovered that the threading on a brass connection was messed up. He stated the water was leaking into the ground and they never saw puddles or flooding. He stated they are conservative water users and even turn off the irrigation system during the winter.

The Commission discussed what could have caused the connector to go bad. They also discussed the current Ordinance and what can be done about leak adjustments.

David Heier, Chair, explained the process and recommended City Council look at approving a reduction in the bill using the lowest rate as the figures to use.

Royce Goddard, Water Manager, stated the City is currently not in a watering stage and the Commission needs to work on the accurate cost to determine the true cost of water so in the future they will know what to charge for adjustments.

The Commission discussed the current Ordinance and what is allowed for leak adjustments.

Motion: A motion was made by Commissioner Harshbarger, to deny the requested water leak adjustment due to the Ordinance not allowing them to recommend adjustments, but have customer work with Water Manager. Commissioner Harshbarger withdrew his motion in the middle of making it.

Motion: A motion was made by Commissioner Harshbarger, seconded by Vice Chair Holloway, to recommend to City Council the denial of a water leak adjustment due to the Water Commission having no authority adjust. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

The Water Commission agreed by consensus for the requestor to work with the Water Manager before the City Council Meeting to find out what the water would cost without the step up charges and ask the City Council to consider the past usage of the requestor.

David Heier, Chair, provided directions to the Water Manager to figure out the true cost of the water the requestor used and figure the consumption at the lower step rates.

Royce Goddard, Water Manager, stated the lowest City water rate is \$23.00 per 5,000 gallons and the bill was for 259,000 gallons.

Nancy Cain, City Administrator, stated the water rate to charge any adjustment would be considered by the City Council at their April 4, 2018 meeting.

c) Updates/ Reviews

i. Update on Water Rate Study.

Mayor Thompson stated the reason for the Water Rate Study delay is that the City is waiting on some answers from the Auditors and Engineers before they could proceed. He stated there are several things that need to be taken into consideration for water rates, such as emergency water uses for fires. He stated once the true water cost is figured out then the Ordinance can be amended.

ii. Update on EAA water rights lease with Mr. and Mrs. Leon Timmermann.

Nancy Cain, City Administrator, stated the Water Commission recommended approving the EAA water rights lease with Mr. and Mrs. Timmermann and the City Council accepted that recommendation. She stated that Mr. Timmerman would not sign the lease until January, because he wanted to be able to sell the rights for those who fell short at the end of the year. She stated Mr. Timmermann would not sign the agreement to give the City the first option to purchase his rights if he were to sell them, so the City did not further pursue the lease.

The Commission discussed pursuing other leases and how the lease is added to the City's EAA allotted amount.

d) Discussions/Reports

- i. Presentation of the Water Commission binder of ordinances that apply under the Commissions purview, Commissioners contact information, Commissioners places and terms, additional information to assist in making Commission recommendations, and Commission duties.**
 - a. Review of Ordinance 210-022018 governing Commissions by Mayor Thompson.**

Mayor Thompson reviewed the Water Commission binder and stated this binder belongs to the Commission, so if they want to add additional information, please let the City Secretary know. He also stated this binder information was worked on by City staff and the Chair. He then reviewed Ordinance 210 with the Commission. He highlighted term limits, meetings, attire, attendance and agenda process. He thanked Chair Heier, Vice Chair Holloway, and Councilmember Bower for their work on the Ordinance.

- ii. Water Manager 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)
 - a. Discussion on well maintenance scheduling, what maintenance was preformed and cost of maintenance (Heier).**

Royce Goddard, Water Manager reviewed the monthly water pumping/usage from the city wells and discussed the water system operations (see attached report). He reported 9.52 acre feet were pumped from the Edwards Aquifer and 36.82 acre feet were pumped from the Trinity in September. He also reviewed the Static Levels and reported the City is currently not under any watering restrictions.

The Commission reviewed the Water Department Report and inquired to preventative maintenance schedules.

Royce Goddard, Water Manager, stated the pumps at the well sites are maintained based on usage and years of use, which is usually every 5 years. He stated he would like to always have an extra pump on hand, so a City well will never be out of commission.

The Commission discussed pump cost, rebuilding a pump, and acquisition cost.

iii. Education/Training Sessions

David Heier, Chair, stated he feels the Commission should be holding training and education sessions.

The Commission suggested sessions include water leasing, preventative maintenance for homes, and water meters. They also suggested a session on automatic reading water meters reading.

iv. Items discussed at the November 1, 2017 - March 7, 2018 City Council Regular Meetings.

Nancy Cain, City Administrator, stated the City Council amended Ordinance 61 Drought Management and the Lohman lease both which were recommended by the Commission

v. Discussion of Future Agenda Items

Previously discussed under Agenda Item 3.d)iii.

a. Set date, time and location for next meeting (April 24, 2018)

David Heier, Chair, announced the next meeting if necessary, will be held at 6 p.m. on April 24, 2018 in the City Council Chambers.

4. Citizen Participation – 3 minute limit per citizen

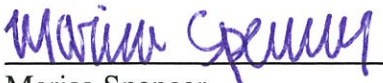
Kay Bower, 8947 Garden Ridge Dr., thanked Chair Heier and Vice-Chair Holloway for their work on Ordinance 210. She also reminded the Water Commission that Ordinance 210 requires each Commissioner attend 2 City Council Meetings a year and there are only 9 meetings left this year. She suggested the Water Department develop a tickler system with alerts for maintenance.

5. Adjourn

Motion to adjourn was made by Vice Chair Holloway and seconded by Commissioner Harshbarger. The motion passed unanimously and the meeting adjourned at 7:19 p.m.


David Heier, Chair

ATTEST:



Marisa Spencer
Assistant City Secretary



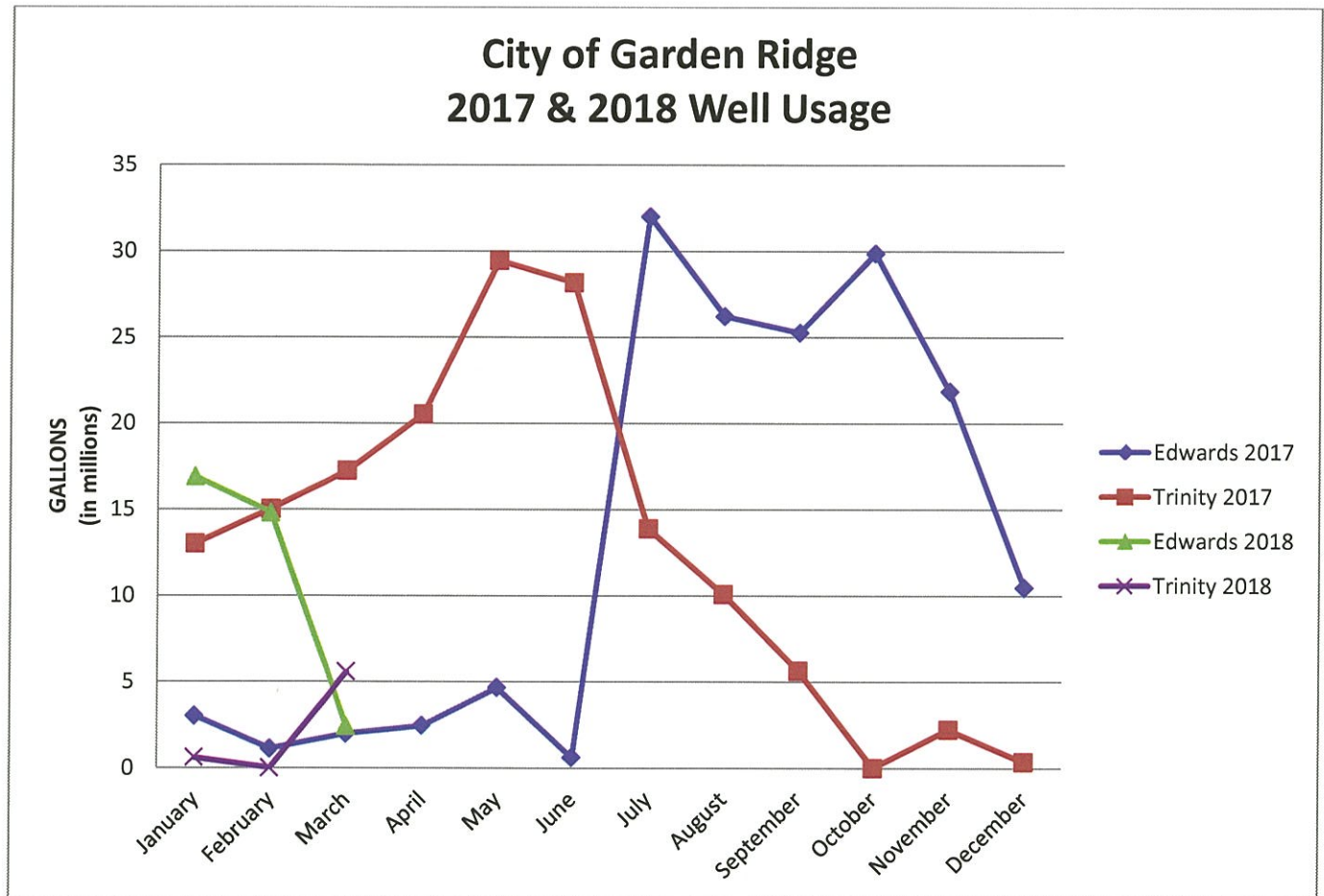
City of Garden Ridge

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Water Commission Report

As of March 13, 2018

2017 & 2018 City of Garden Ridge Well Usage



As of March 13, 2018:

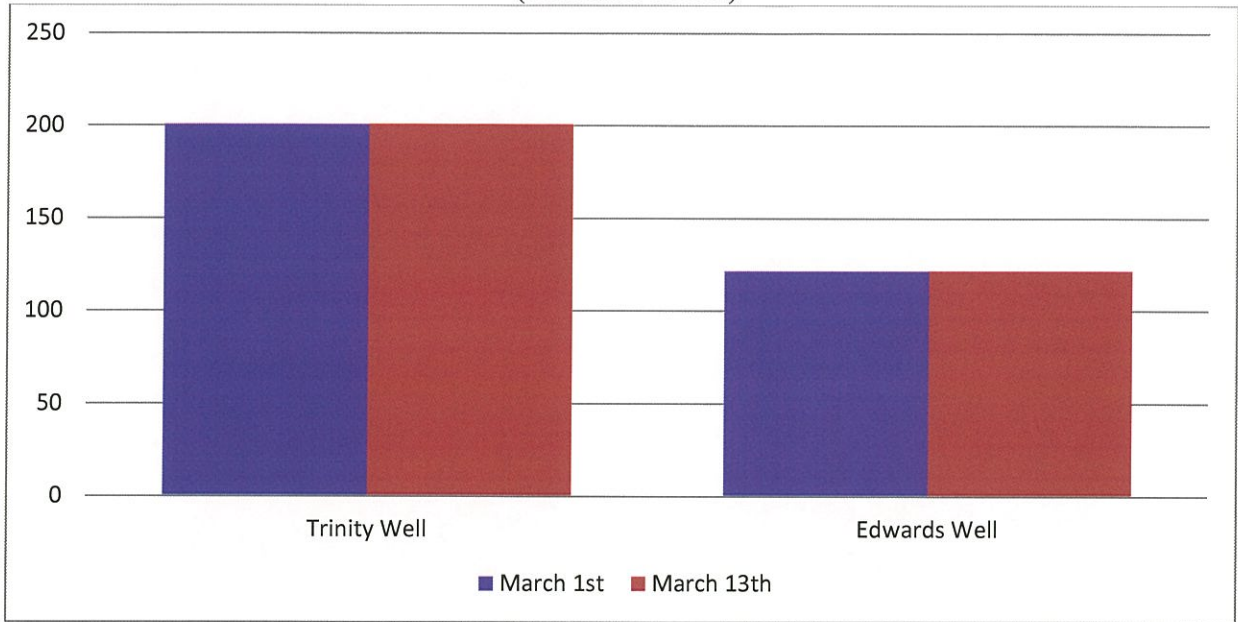
Edwards Wells – 2,433,000 Gallons (7.47 acre feet) have been used.

Trinity Well – 5,582,000 Gallons (17.13 acre feet) have been used.

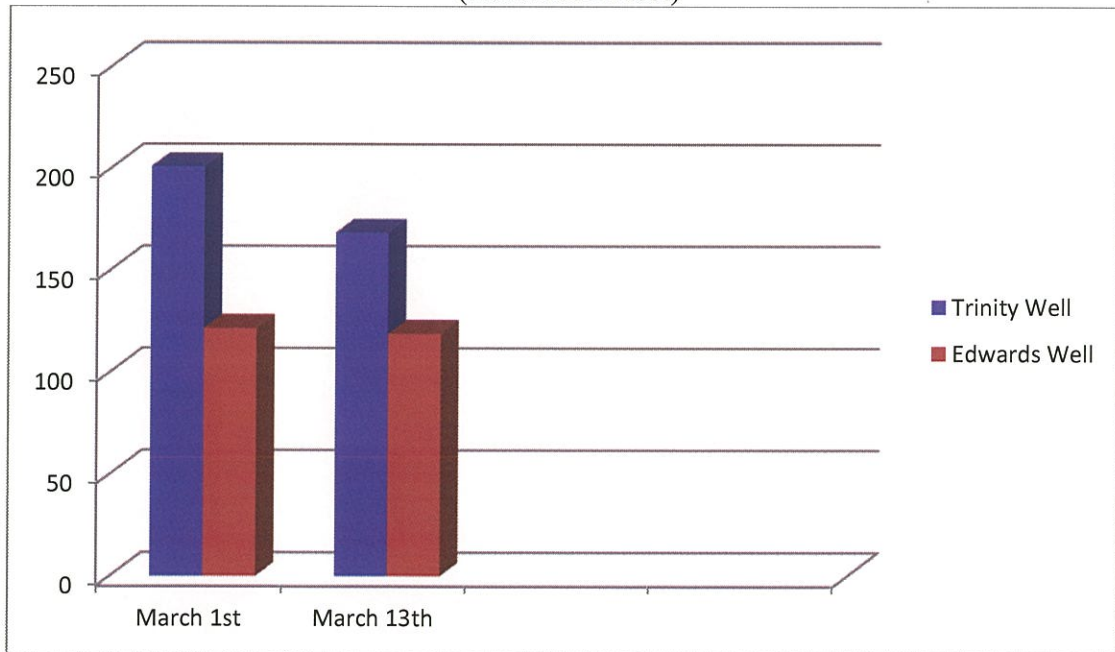
The City of Garden Ridge has a total of 681.767 acre feet of Edwards Permits. Current amount pumped is 97.02 acre feet, leaving 584.75 acre feet available to pump. Currently the City of Garden Ridge is not in an EAA Drought Stage.

Monthly Well Progress

Static Levels (Well Motors Off)
(measured in feet)



Pumping Levels (Well Motors Running)
(measured in feet)



Water Department Monthly Activities:

Water		Plumbing	
New Meter Installations	6	Sewer Rough-in. #3	3
Meter Replacement	5	Plumbing Rough-in. #6	1
Main Breaks	0	Water Main to House. #8A	0
Service Line Replacement	1	Final House Inspection #9	3
Service Line Leak Repair	3	Irrigation System Inspections.	1
Fire Hydrant Maintenance	12	Water Heater Safety Inspection	0
Leak Adjustment	0	Toilet Rebates	0
Meters Read Feb. 22, 2018	1,623	Washing Machine Rebates	0
Work Orders	167		

Projects:

- 2016 CIP: FM 3009 Well Site: MCC/Pump Room building, Chlorine building under construction. All electronic equipment installed in MCC room. Electricians pulling wire from all connections to MCC building.
- Working to improve the Water Department work order and workflow system to assist with making the day to day operations more efficient.

Type of Report	Due Date	Date Submitted
Daily Well/Max EAA Usage/Total Usage	Daily	Run daily
Monthly Well Totals/State Report/ Water Loss	By 5 th of following month	March 2, 2018
EAA Drought Condition Monthly Report	By 10 th of following month	N/A Not in drought conditions
Monthly Bacteriological Samples	Monthly 1 st – 7 th	March 6, 2018
Water Commission Report	2 weeks prior to meeting	March 13, 2018
City Council Meeting Report	2 weeks prior to meeting	February 21, 2018
DLQOR 1 st Quarter	April 10 th of current year	
DLQOR 2 nd Quarter	July 10 th of current year	
DLQOR 3 rd Quarter	October 10 th of current year	
DLQOR 4 th Quarter	January 10th of following year	January 10, 2018
CCTGWCD 1 st Quarter	April 10 th of current year	
CCTGWCD 2 nd Quarter	July 10 th of current year	
CCTGWCD 3 rd Quarter	October 10 th of current year	
CCTGWCD 4 th Quarter	January 10th of following year	January 10, 2018
EAA Annual Meter Report	January 31 st of current year	January 25, 2018
TWBD Annual Water Survey	March 1 st of current year	January 31, 2018
EAA Groundwater Conservation Plan	March 31 st , 2018 Due every 3 years	
TWDB Annual Water Loss Audit	May 1 st of current year	
Annual Consumer Confidence Repot	July 1 st of current year	
Lead & Copper Samples	June – September 2019 Due every 3 years	

CCTGWCD=Comal County Trinity Groundwater Conservation District

DLQOR=Disinfectant Level Quarterly Operating Report

EAA=Edwards Aquifer Authority

TWBD=Texas Water Development Board

Employee Updates:

Duane Scognio: Got a Atta Boy for helping a resident with a water leak.