MINUTES OF CITY WATER COMMISSION
REGULAR MEETING
MAY 22, 2018

Members Present:
Chairman David Heier
Vice-Chairman Richard Holloway
Commissioner Keven Harshbarger
Commissioner Ray Pitzen
Mayor Larry Thompson, ex-officio

Member Absent:
Commissioner Andre Bullard (Voluntary and Announced Absence)
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, Chair Heier called the regular meeting of the Garden Ridge City Water Commission to order at 6:00 p.m. on Tuesday, May 22, 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 March 27, 2018 Water Commission Regular Meeting**.

Motion: A motion was made by Vice Chair Holloway, seconded by Commissioner Harshbarger, to approve the minutes of March 27, 2018, Water Commission Regular Meeting. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

b) Recommendations
i. Request for water bill adjustment for leak occurring on City's equipment at 8729 Garden Ridge Dr. for billing periods of December 19, 2017 - January 23, 2018, January23, 2018 - February 22,2018, February 22, 2018 - March 23, 2018, and March 23, 2018 - April 23, 2018.
a. Review and make a recommendation to City Council regarding the bill.

Royce Goddard, Water Manager, reviewed the history of the account and equipment at 8729 Garden Ridge Dr.

Nancy Cain, City Administrator, reviewed Ordinance 54 and stated City staff is requesting the Water Commission recommend to City Council the adjustment of water bills for 8729 Garden Ridge Dr. for the billing periods of December 19, 2017 - April 23, 2018 in the amount of $2,230.93. She stated this would make the monthly bills for four months at $23 each month.

The Water Commission discussed the leak, City equipment that malfunctioned and Ordinance 54.

Mayor Thompson reviewed Ordinance 54 and leak adjustment requirements. He stated since this leak was caught after the water bills were sent out and for transparency the recommendation to adjust the bill would need to come to the Water Commission.

Motion: A motion was made by Commissioner Pitzen, seconded by Commissioner Harshbarger, to recommend to City Council the approval of a water bill adjustment for the address of 8729 Garden Ridge Dr. for the billing period of December 19, 2017 – April 23, 2018 to be reduced by $2,230.93. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

c) Updates/ Reviews

i. Update on Water Rate Study.

Mayor Thompson stated the City has met with the Auditors and Engineers and received the answers to many questions. He stated the Water Department is being fully loaded with their expenses, so now the City can move forward with a Water Rate Study. He also stated the City is conducting some analysis ourselves to reduce the cost of the study and then the study will go out for bids.

d) Discussions/Reports

i. 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 6.66 acre feet were pumped from the Edwards Aquifer and 82.39 acre feet were pumped from the Trinity in April. He also reviewed the Static Levels and reported the following:

- City is currently not under any watering restrictions.
- TCEQ conducted inspections of City well sites and the City passed without any discrepancies.
- FM 3009 Well Site is almost totally fenced in, chlorine can be added to the water and then the water can be added in the available water usage for pumping.
- Water service calls for leaks that occurred at CIP Projects sites were due to over tightening of joints, all expenses will be charged back to the contractor.
- Breaker has been tripping at the FM2252 Well Site and an electrician was called out to repair the problem.

The Water Commission discussed the FM 3009Well Site and the water service calls for leaks that occurred on some of CIP projects. The Commission also discussed Watering Stages.

Mayor Thompson stated even though Edwards has gone into Stage 1, the Garden Ridge water supply and demand is still balanced. He stated the usage and water levels will continue to be monitored.

ii. Education/Training Sessions.

Chair Heier stated he is still researching to see if AACOG will be conducting some type of water education class. He also reminded the Commissioners that they need to attend two City Council Meetings a year.

iii. Items discussed at the April 4, 2018 and May 2, 2018 City Council Regular Meetings.

Nancy Cain, City Administrator, stated at the April 4, 2018 City Council Regular Meeting the City Council approved the Water Commission's recommendation to deny Tony Overman's water leak adjustment. She also stated the Water Commission did not have an item on the City Council Regular Meeting held on May 2, 2018.

Chair Heier stated due to a Staff error in the billing, Mr. Overman actually did get a reduction with his leak.

Mayor Thompson stated it wasn't a Staff error. In fact, the software company was asked to increase rate at the different usage levels, but they only computerized the first usage level and not the subsequent levels. He stated when Staff was looking at the figures they caught the mistake and contacted the software company.

iv. Discussion of Future Agenda Items

a. Set date, time and location for next meeting (June 26, 2018 at 6 p.m. in City Hall – City Council Chambers).

Chair Heier announced the next meeting will be held on June 26, 2018 at 6 p.m. in City Hall – City Council Chambers, if necessary.

The Water Commission did not add any items to future agendas.

4. Citizen Participation – 3 minute limit per citizen

No one wished to speak.

5. Adjourn

Motion to adjourn was made by Vice Chair Holloway and seconded by Commissioner Pitzen. The motion passed unanimously and the meeting adjourned at 6:33 p.m.

Richard Holloway,
Vice Chair

ATTEST:

Shelley Goodwin, TRMC
City Secretary