



City of Garden Ridge

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

MINUTES CITY WATER COMMISSION REGULAR MEETING TUESDAY, SEPTEMBER 25, 2018, 6:00 P.M.

Commissioners Present:

Chair David Heier
Vice-Chair Richard Holloway
Commissioner Andre Bullard
Commissioner Keven Harschbarger
Commissioner Ray Pitzen
Mayor Larry Thompson, Ex-officio

Commissioners Absent:

Vacant position

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, Assistant City Secretary
Kat Balbi, Utility Clerk
Royce Goddard, Water Manager
Brad Olivarri, Deputy Water Manager

Other Appointed or Elected Officials in Attendance:

Councilmember Kay Bower
Dr. Jim Miller, Chair, Planning and Zoning Commission

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, September 25, 2018, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call

See above.

3. Pledge of Allegiance

Chair Heier led the Pledge of Allegiance.

4. Citizen Comment Period – limited to 30 minutes total

No one signed up to speak.

Chair Heier stated the Commission was going to begin with agenda item d) ii. Education/Training Sessions and receive the Edwards Aquifer Authority Presentation first.

ii. Education/Training Sessions.

1. Edwards Aquifer Authority Presentation by Roland Ruiz, General Manager.

Roland Ruiz, General Manager, reviewed the Edwards Aquifer Authority Presentation and presented an overview of their services. After the presentation, he addressed the Commissioner's additional questions.

5. Business Items

The Commission may discuss, consider and/or take possible action on the following items:

a) Approvals

i. Minutes for July 24, 2018, Water Commission Regular Meeting.

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Pitzen, to approve the minutes of July 24, 2018, Water Commission Regular Meeting. The Water Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Recommendations

i. Expiring terms (September 30, 2018) of Commissioners (Commissioners Bullard and Pitzen).

Commissioner Bullard and Commissioner Pitzen both stated they would like to continue serving on the Commission.

1. Recommendation to City Council for consideration of reappointment.

Motion: A motion was made by Commissioner Harschbarger, seconded by Commissioner Holloway, to recommend to City Council the reappointment of Commissioners Bullard and Pitzen to serve another term. The Water Commission voted four (4) and none (0) opposed. The motion carried unanimously.

ii. City Water Commission Place 3 vacancy (term expiring September 30, 2020).

1. Interview possible candidate/candidates.

The Commission interviewed Jesus Valdez for the City Water Commission Place 3 vacancy. Jesus Valdez reviewed his resume with the Commission and answered further questions from Commissioners.

2. Make a recommendation to the City Council for appointment of Commissioner.

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Bullard, to recommend to City Council the appointment of Jesus Valdez to the City Water Commission Place 3 vacancy with term expiring September 30, 2020.

c) Updates/ Reviews

i. Update on Water Rate Study.

Mayor Thompson stated they are still waiting for the Water Rate Study and should have it before the next meeting.

d) Discussions/Reports

iii. 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).

Royce Goddard, Water Manager, reviewed the monthly activity report provided to the Commission (see attached).

iv. Education/Training Sessions.

1. Edwards Aquifer Authority Presentation by Roland Ruiz, General Manager.

2. Discuss and provide directions on future education or training sessions.

The Commission discussed obtaining more information on Edwards Aquifer Authority conversation programs and looking into an education session from Comal Trinity Groundwater Conservation District.

v. Items discussed at the August 1, 2018, and September 5, 2018, City Council Regular Meetings.

Nancy Cain, City Administrator, stated City Council denied Mr. Ha's request at the August meeting. She further stated that no items regarding the Water Commission were discussed at the September meeting.

vi. Discussion on Water Commission future activities and projects (Mayor Thompson).

Mayor Thompson discussed empowering the Water Commission and the need for future activities and projects (see attached).

vii. Resident inquiry regarding Water Commission's leak adjustment policy.

Mayor Thompson stated he received a resident inquiry regarding the Water Commission's leak adjustment policy. Mayor Thompson stated he attempted to contact the resident via phone and email and did not receive a response; therefore, he wanted to provide this information to the Commission to make them aware.

viii. Discussion of Future Agenda Items

The Commission discussed each Commissioner creating a priority list regarding the projects and activities they are interested in as they relate to the Mayor's discussion on future activities and projects. The Commission also discussed coming up with some dates for Royce Goddard, Water Manager, to give them tours of the well sites.

1. Announce date, time and location for next meeting (October 23, 2018, at 6 p.m. in City Hall – City Council Chambers).

Chair Heier announced the next Water Commission Regular Meeting will be held on Tuesday, October 23, 2018, at 6:00 p.m. in City Hall – City Council Chambers.

6. Citizen's Participation: - 20 minute limit total.

No one wished to speak.

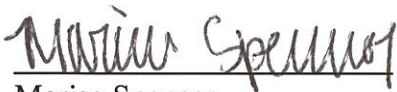
7. Adjournment

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Pitzen, to adjourn the meeting. The Water Commission voted four (4) and none (0) opposed. The motion carried unanimously. There being no further business the Tuesday, September 25, 2018, Water Commission Regular Meeting was adjourned at 7:59 p.m. by Chair Heier.



David Heier
Chair

ATTEST:

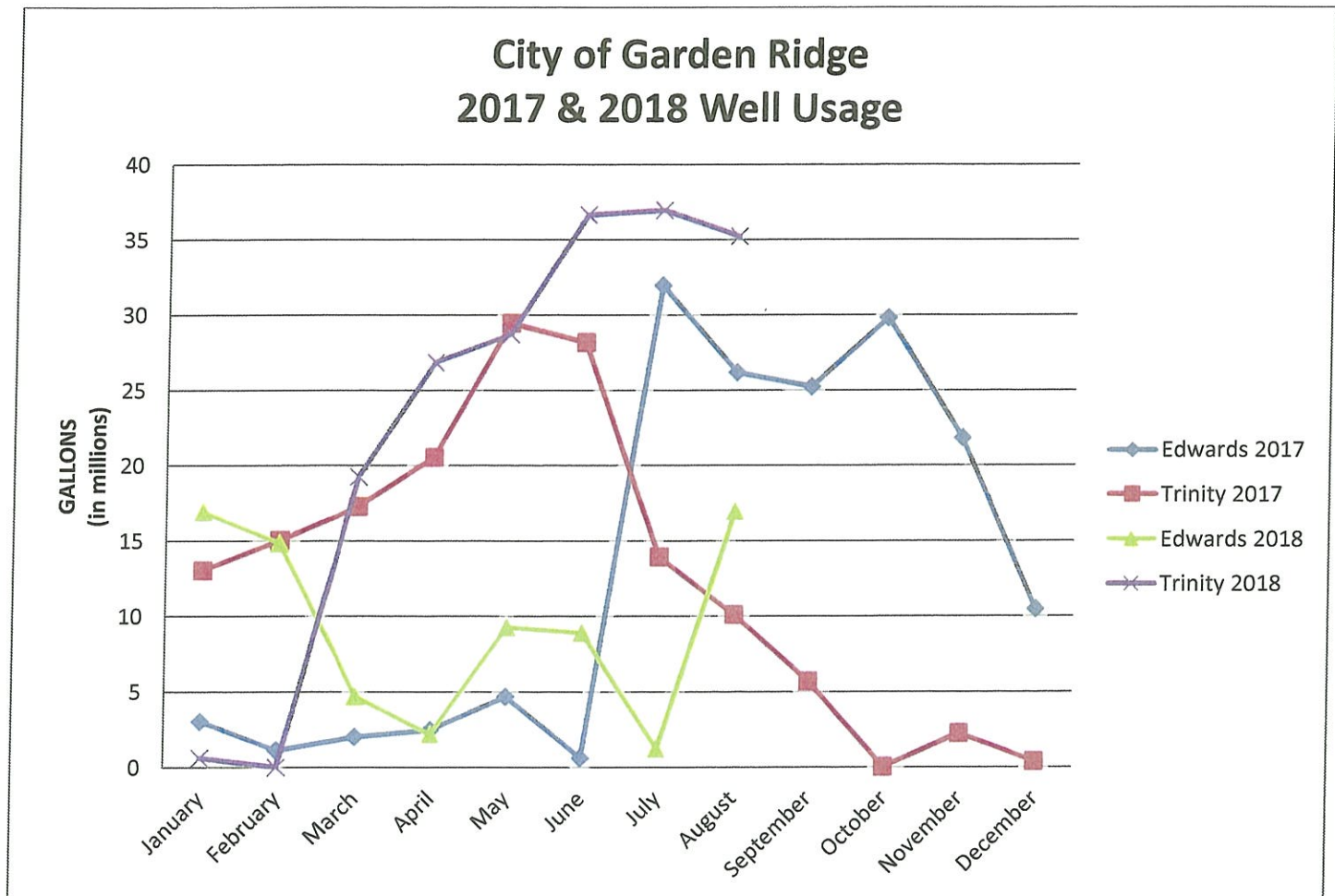


Marisa Spencer
Interim City Secretary



Water Department Report As of August 31, 2018

2017 & 2018 City of Garden Ridge Well Usage



As of August 31, 2018:

Edwards Wells – 16,958,000 Gallons (52.04 acre feet) have been used.

Trinity Well – 35,229,000 Gallons (108.11 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 229.811 acre feet, leaving 397.415 acre feet available to pump after EAA reductions. EAA is currently in Drought Stage 2 -30% allotted usage. Currently the City of Garden Ridge is not in an EAA Drought Stage.

2018 Edwards Permits

Type of Permit	TCEQ Permit #	EAA Permit #	Acre Feet
Allocated	CO 00139	P100-767	511.951
Purchased	BE 00109I	P100-327	2.000
Purchased	ME 00417D	P101-185	1.301
Purchased	ME 00479I	P101-315	3.895
Purchased	UV 00437I	P101-699	2.000
Purchased	UV 00461I	P101-752	4.000
Purchased	UV 00478I	P101-801	2.000
Purchased	UV 00537H	P101-959	2.000
Purchased	UV 00576I	P102-040	14.000
Purchased	UV 00630G	P102-146	1.760
Purchased	BE 00081AE	P100-200	62.000
Transfer	CO 00119AA	P102-564	0.660
Transfer		P103-312	4.500
Transfer		P102-416	2.000
Lease	Lloyd Loehman	P107-429	3.000
Lease	M. Friesenhahn	P100-745	65.000
Lease	BVFD	CO 00139	P108-644
			-0.300
Total			681.767

Monthly Averages as of August 31, 2018

Average usage per connection	32,095.32 gallons*
Average usage per day	1,683,451.6 gallons*

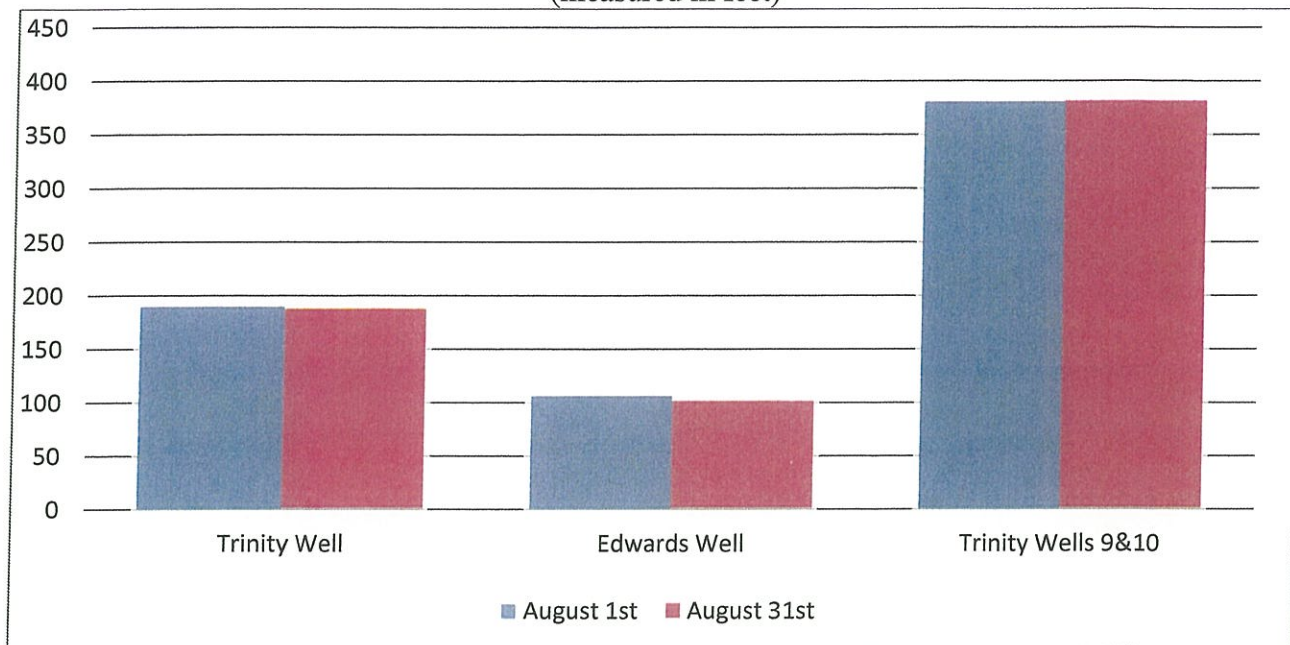
	Year to date for 2018	2017
Water Connections	1,631	1,610

Well Maintenance Schedules

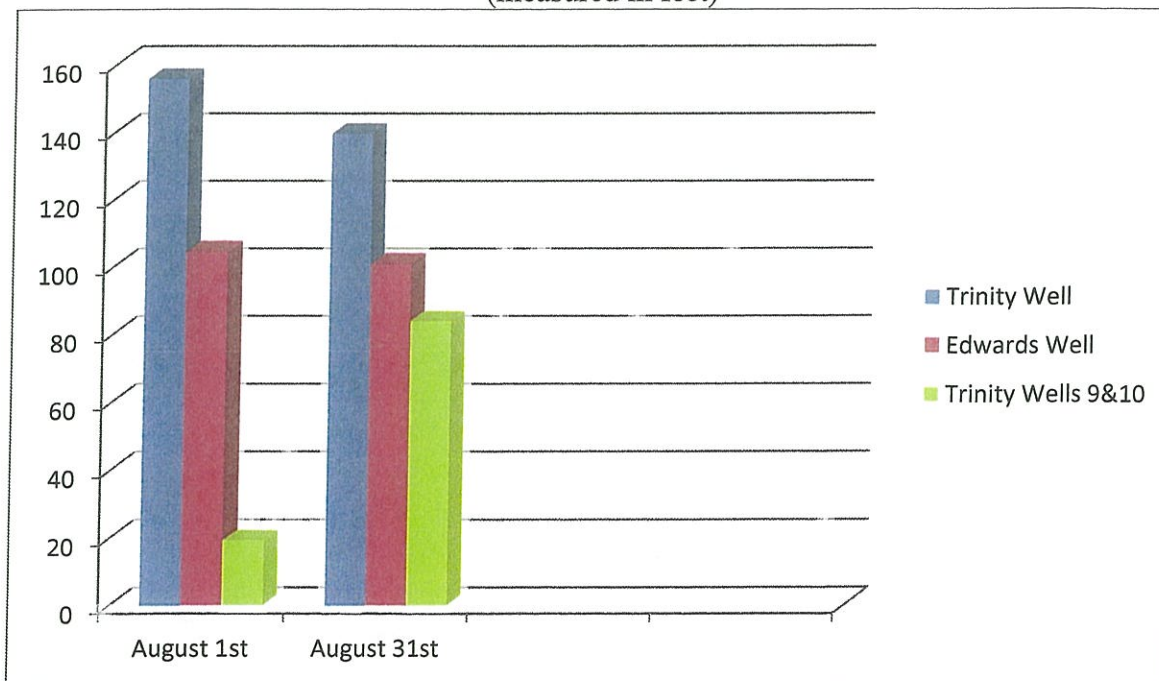
Location of well	Last maintenance preformed	Maintenance based on time or installed	Last test run
F.M. 2252 Edwards Well 5	May 2018	Time	June 2016
F.M. 2252 Edwards Well 7	May 2018	Time	May 2017
Timber Rose Edwards Well 2	May 2005	Time	May 2016
Timber Rose Edwards Well 4	May 2005	Time	May 2016
Elevated Trinity Well 8	August 2017	Time	June 2016
F.M. 3009 Trinity Well 9	August 2017	Installed	April 2018
F.M. 3009 Trinity Well 10	August 2017	Installed	April 2018

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	6
Meter Replacement	1	Plumbing Rough-in. #6	4
Main Breaks	0	Water Main to House. #8A	6
Service Line Replacement	0	Final House Inspection #9	4
Service Line Leak Repair	3	Irrigation System Inspections.	5
Fire Hydrant Maintenance	5	Water Heater Safety Inspection	3
Leak Adjustment	0	Toilet Rebates	3
Meters Read August 23,2018	1,631	Washing Machine Rebates	0
Work Orders	127		

Projects:

- 2016 CIP: FM 3009 Well Site on line
- Working to improve the Water Department work order and workflow system to assist with making the day to day operations more efficient.
- Substantial Completion for Naco Loop waterline.
- TCEQ and EAA water samples completed.

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	August 2, 2018
EAA Drought Condition Monthly Report	By 10 th of following month	August 2, 2018
Monthly Bacteriological Samples	Monthly 1 st – 7 th	August 3, 2018
Water Commission Report	2 weeks prior to meeting	March 13, 2018
City Council Meeting Report	2 weeks prior to meeting	August 1, 2018
DLQOR 1 st Quarter	April 10 th of current year	April 3,2018
DLQOR 2 nd Quarter	July 10 th of current year	July 2, 2018
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	April 3, 2018
CCTGWCD 2 nd Quarter	July 10 th of current year	July 2, 2018
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	March 28, 2018
TWDB Annual Water Loss Audit	May 1 st of current year	April 24, 2018
Annual Consumer Confidence Repot	July 1 st of current year	June 30, 2018
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:



City of Garden Ridge Water Commission

Proposed Commission Projects
for the future of
Garden Ridge's Water System

Larry Thompson
September 25, 2018



Garden Ridge Water Commission

As our Water Company Advisory Board,
the Commission should have a stronger role in the
"Business" of the Water Company...



Why These Projects?

- Address current issues
 - Cease operating under a loss (\$145K in 2017, \$226K in 2016)
 - Ensure infrastructure assurance and investment
 - Critical to reliability, public's expectations and fiscal health
 - Address old(er) and outdated operations paradigms
 - Refine source acquisitions and management decisions
 - Determine appropriate water rates
- Rework Ordinances
- Provide strategic direction
 - Address all above to determine budgets / resource allocations
- Leverage talent and experience of the Commission



Project Categories

1. Infrastructure Health & Maintenance
2. Governance and Procedures
3. Source / Supply Management
4. Strategic Planning...



Infrastructure Health & Maintenance

- Work with Water Manager
 - Examine Infrastructure Health
 - Well, pumps, lines, etc.
 - Maintenance, inspections and testing
 - Equipment and supplies
 - Historical analysis
 - Provide oversight on schedules and budgets (recurring)
- Input findings into Strategic Planning



Governance and Procedures

- Ordinances
 - Operations, Plans and Fees
 - Leak adjustment standards and process
- Water Rates
 - Based on Rate Study and Infrastructure Analysis
 - Fiscally responsible and competitive
 - Encourage conservation / Manage demand
- Revise and plan to periodically review ordinances



Source / Supply Management

- Examine Sources
 - Quantity, reliability, cost and future of each
 - Sources management
 - Pre-paid vs. pay as used
 - Potential to save funds and/or recover costs
- Examine Demand
 - Seasonal and Episodic, Historic and Predictive
- Effective & efficient management = fiscal health



Strategic Planning

- Fuse analyses
 - Infrastructure Health & Maintenance
 - Governance and Procedures
 - Source / Supply Management
- Help guide resource allocation
- Provide Budget input in Spring w/periodic updates
- Update as appropriate



Suggested Way Forward

- Break into working groups in appropriate areas
 - Determine Goals / Objectives / Milestones
 - Coordinate with Staff
- Schedule prog reports & deliveries to Commission
- Put together into Comprehensive Plan
- Deliver to Council
- Schedule "field trips" with Water Manager
 - Visit well sites, storage areas, neighborhoods & SCADA