MINUTES
CITY WATER COMMISSION REGULAR MEETING
TUESDAY, OCTOBER 23, 2018, 6:00 P.M.

Commissioners Present:
Chair David Heier
Vice-Chair Richard Holloway
Commissioner Andre Bullard
Commissioner Keven Harshbarger
Commissioner Ray Pitzen
Commissioner Jesse Valdez
Mayor Larry Thompson, Ex-officio

Commissioners Absent:
None

City Staff Present:
Nancy Cain, City Administrator
Marisa Spencer, Interim 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 6:01 p.m. on Tuesday, October 23, 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.

5. Business Items

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

a) Approvals

i. Minutes for September 25, 2018, Water Commission Regular Meeting.

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to approve the Minutes of the September 25, 2018, Water Commission Regular Meeting. The Water Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Recommendations

i. Receive recommendations and consideration of appointment of Water Commission Chair and Vice Chair for a one-year term.

Chair Heier stated he would be open to continue serving as Water Commission Chair for a one-year term. Vice-Chair Holloway also stated he would be open to continue serving as Water Commission Vice-Chair for a one-year term.

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Pitzen, to reappoint Commissioner David Heier as Chair and Commissioner Richard Holloway as Vice-Chair of the Water Commission for a one-year term. The Water Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

ii. Request for reimbursement and/or water bill adjustment for 9622 Primrose.

1. Review and make a recommendation to City Council regarding the bill.

Chair Heier stated the request for reimbursement and/or water bill adjustment for 9622 Primrose Circle is complex, adding that it is out of the norm of a simple leak adjustment. Royce Goddard, Water Manager, reviewed the letter submitted by Mr. Moreland (see attached). Royce Goddard, Water Manager, stated his investigation into this matter revealed discrepancies in what Mr. Moreland is claiming (see attached). Royce Goddard, Water Manager, answered additional questions from the Commissioners.

James Moreland, 9622 Primrose Circle, stated QROMEX was very polite; however, he felt they did not have adequate knowledge to resolve issues they caused. He stated it was his belief that the leaks and problems were all results of QROMEX hitting a water line. He stated he put in this request once he started tallying up all the issues caused by the contractors. Mr. Moreland answered additional questions from the Commissioners.

The Commission discussed the time frame between the contract work and the issues brought to the Commission by Mr. Moreland. The Commission agreed by consensus for this request to be considered by City Council.

iii. Request for water bill adjustment for 8026 Garden North Drive for billing period of July 23, 2018 – August 23, 2018.

1. Review and make a recommendation to City Council regarding the bill.

Royce Goddard, Water Manager, reviewed the email received from the resident at 8026 Garden North Drive. The resident was not present to provide any further information. The Commission agreed by consensus for this request to be considered by City Council.

c) Updates/ Reviews

i. Update on Water Rate Study.

Mayor Thompson stated two (2) responses were received from the request for proposals and he expected that the City would be moving forward with one of them within the next week to ten (10) days.

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).

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

ii. Education/Training Sessions.

1. Tour City well sites with Water Manager (Heier).

Brad Olivarri, Deputy Water Manager, provided the Commission with multiple dates to choose from to tour City well sites. The Commission discussed the dates and set a special meeting for Thursday, November 15 at 9:00 a.m.

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

Chair Heier stated Larry Hull would be providing a presentation regarding the Comal Trinity Groundwater Conservation District at the next Water Commission regular meeting.

iii. Items discussed at the October 3, 2018, City Council Regular Meeting.

Nancy Cain, City Administrator, stated City Council reappointed Commissioner Bullard and Commissioner Pitzen to serve another term. She also stated City Council appointed Commissioner Valdez to fill the Commission's Place 3 vacancy.

iv. Discussion on Water Commission future activities and projects.

Chair Heier stated he reviewed the responses from each Commissioner regarding their homework assignment of rating the activities and projects by importance and by personal interest. The Commission discussed the different tasks and subtasks and agreed to begin with the following:

- Vice-Chair Holloway: demand (act as a second on source)
- Commissioner Pitzen: source (act as a second on demand)
- Commissioner Bullard: leak adjustment and customer education
- Commissioner Harshbarger and Commissioner Valdez: infrastructure health and maintenance
- Chair Heier: reports, chart, resources, and budget

Chair Heier suggested that each Commissioner talk with Mayor Thompson to receive guidance on their topics and report their progress at the next meeting.

v. **Discussion of Future Agenda Items**

1. **Commissioners input on agenda items.**

Chair Heier stated the Commission would be provided with a presentation from the Comal Trinity Groundwater Conservation District at the next Water Commission regular meeting. He also requested that each Commissioner be prepared to discuss their assigned topics.

2. **Announce date, time and location for next meeting (November 27, 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, November 27, 2018, at 6:00 p.m. in City Hall – City Council Chambers. Chair Heier also announced the Water Commission Special Meeting will be held on Thursday, November 15, 2018, at 9:00 a.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 Holloway, seconded by Commissioner Valdez, to adjourn the meeting. The Water Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, October 23, 2018, Water Commission Regular Meeting was adjourned at 8:13 p.m. by Chair Heier.

David Heier
Chair

ATTEST:

Marisa Spencer
Interim City Secretary